



The Party of \_\_\_\_\_'s Life

Worksheet 2

My Funeral Team



**TO WHOM IT MAY CONCERN:** the people listed here are responsible for planning and producing the party of my life (i.e., my funeral). Please assist them in any way you can. Thanks,

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



1. Celebration Master

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup CM: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Event Planner

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup EP: \_\_\_\_\_ Phone: \_\_\_\_\_

3. Memory Maven

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup MM: \_\_\_\_\_ Phone: \_\_\_\_\_

4. Notification Master (This can be combined with the List Master position and assigned to a single team member.)

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup NM: \_\_\_\_\_ Phone: \_\_\_\_\_

5. List Master (This can be combined with the Notification Master position and assigned to a single team member.)

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup LM: \_\_\_\_\_ Phone: \_\_\_\_\_

6. Family Liaison

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup FL: \_\_\_\_\_ Phone: \_\_\_\_\_

**7. Body Boss**

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup BB: \_\_\_\_\_ Phone: \_\_\_\_\_



**8. My Death Buddy**

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_



**9. Additional Team Members**

*Leave your team a list of helpers who can assist with decorations, make liquor store runs, serve as ushers or urn bearers, etc.*

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_

Duties: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_



**Additional Notes:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Completed by:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TO WHOM IT MAY CONCERN:** Please read all of my planning worksheets for complete funeral instructions. My planning materials are located: \_\_\_\_\_