



185 S. WHITE CHAPEL BOULEVARD, SOUTHLAKE, TEXAS 76092  
OFFICE: 817-481-4147 PASTOR-ON-CALL: 817-881-2124

A funeral service helps us remember our loved one, allows us to say our goodbyes, and connects us to the loving support of friends and family. Most importantly, it is a service of worship acknowledging that in his dying, Jesus destroyed death and that, through his resurrection, Jesus restored us to eternal life.

White's Chapel Methodist Church is faithfully committed to providing a funeral service to all our members that accomplishes these purposes through reading Scripture, singing hymns and songs, offering prayer, and reflecting upon God's eternal promises. We are committed to providing your family with a balanced and theologically sound funeral service that glorifies God.

To this end, we offer all White's Chapel members this funeral packet containing the guidelines for our services. This packet has been carefully curated and prayerfully crafted based on decades of ministry with our congregation and within our community. This packet will provide information and guidance for you as you work with our Care and Support Ministry to plan a funeral service for your loved one here at White's Chapel.

May the grace and peace of the Lord Jesus Christ be with you.

In Christ,  
The Care and Support Ministry of White's Chapel

## PLANNING A FUNERAL SERVICE AT WHITE'S CHAPEL

### FOLLOWING THE DEATH OF A LOVED ONE

- Please contact a funeral home or direct cremation provider before notifying White's Chapel. If you have not pre-arranged one, please consult our list of local funeral homes and direct cremation providers found at the end of this document.
- Please contact White's Chapel's Care and Support Ministry by calling 817-481-4147.

### PLANNING THE SERVICE

- Our Coordinator of Care and Bereavement will contact you to schedule a planning meeting, which will include the officiating Pastor. At this meeting, we will work together to determine the date, time, and location of the service. We will also assist you in planning the order of service. Our standard service order is included in this packet's other pocket.
- Funeral services are held Monday through Thursday, between the hours of 10 a.m. and 4 p.m.
- Dates, times, and locations for services can be affected by annual holiday seasons in the church's life, including, but not limited to, Advent, Christmas, Holy Week, and Easter, and regularly scheduled church-wide events like Vacation Bible School in June.
- Members of White's Chapel are offered free-of-charge space for funeral services, bulletins, ushers, and the services of our Pastors. Our venues include the Sanctuary, Grace Chapel, and Walton Chapel, which hold 2,400, 200, and 75, respectively.
- Honorariums are required for musicians at \$200 per musician and for our Tech Support at \$150 per technician. Services in Grace Chapel require two technicians (\$300 total), and services in the Sanctuary require five technicians (\$750 total) to run sound, lighting, and video. Please deliver the honorariums in cash to the Coordinator of Care and Bereavement prior to the service.
- White's Chapel Pastors officiate all funeral services held at White's Chapel.
- Words of Remembrance from no more than two family members or friends are welcome. Those offering words should limit their words to no more than three minutes. This packet contains guidelines on writing Words of Remembrance. Adherence to these guidelines will allow the service to run smoothly and on time.

- White's Chapel does not allow empty caskets or urns to be used in our services. If your loved one's remains are not physically present for the service, we provide a memorial candle with acknowledgment to memorialize your loved one. If there is a casket, we require it to remain closed while it is on church premises. Due to space and staffing, we are unable to offer visitations here at the church.

## **MUSIC**

- Please review the pre-approved list of traditional and contemporary music in this packet and choose the musical selections you'd like for the service. All musical selections will be solos, no congregational singing.
- The White's Chapel sanctuary choir is not available for funeral services. Only staff organists may play the Sanctuary organ.
- Outside pianists and soloists are welcome to participate in the service after consulting with the Coordinator of Care and Bereavement and the officiating Pastor.

## **VIDEO TRIBUTES**

- If you would like to include a video tribute in the service, please deliver it to the Coordinator of Care and Bereavement 48 hours before service. **If the video tribute is to be shown before the start of the service, it can be up to 15 minutes long and will loop until the service begins. If the video is to be shown during the service, please limit it to no longer than four minutes in length.**
- Video tributes can be delivered via USB flash drive or an online storage site (Dropbox, Google Drive, Vimeo). Power Point (.PPT) slide shows are acceptable as long as the .PPT file and all photos are in the same folder. File formats of .MOV or .MP4 are acceptable for video in the following resolutions: 1920x1080 (16:9), 1280x720 (16:9), or 1024x768 (4:3).

## **GUESTBOOK & MEMORABILIA**

- Please provide a guestbook for the service. We can provide a table or tables to contain items like memorabilia and family photos. Guestbooks and memorabilia can be delivered to our Coordinator of Care and Bereavement up to 24 hours in advance but no later than 4 hours prior to the start of the service.

## **FLOWERS**

- Flowers from family and friends should be delivered directly to the service location on the day of the service.
- **Please make plans to remove all flower arrangements immediately following the service.** White's Chapel cannot reuse or redistribute flower arrangements.

## **HOSPITALITY**

- Space permitting, White's Chapel may be available to host a reception following the service. Our team sets up, decorates, and provides cookies, coffee, water, and iced tea at no charge to White's Chapel members.
- White's Chapel is open to outside catering; however, these arrangements need to be made by the family. Catering services will not have access to White's Chapel's kitchen facilities.

## **PARKING**

- White's Chapel has ample parking, including handicap-accessible spaces, all around the campus. Our largest lot is on the east side with an entrance through the "Welcome" doors. Our south parking lot is convenient to Walton Chapel and to the Sanctuary through the "Gallery" doors. Parking is limited on the west side in front of Grace Chapel.

## OFFERING WORDS OF REMEMBRANCE

Offering words of remembrance is a humbling and sacred task. We ask that all you share reflects the goodness and Christian virtues of the individual. We understand writing these words can be difficult and encourage you not to attempt fitting an entire lifetime into **three minutes**. We recommend specific memories, favorite poems, unique life experiences you shared, and even appropriate jokes.

What do you want to say?

- Think about the person you are remembering. What memories come to mind? What kind of stories or quotes capture your loved one's personality?

Write out your thoughts.

- We request you develop a rough draft, organizing your thoughts into segments. Two pages typed and double-spaced with twelve-point font is a good guide to the standard length.

Practice Your Delivery

- Practice in front of another person to get their input or deliver it in front of a mirror to get used to saying the words you have prepared. While speaking, remember to keep your pace slow and breathe normally. It is common to get emotional during delivery, so please bring a copy for the officiating pastor to deliver in case you cannot continue.

## WRITING AN OBITUARY

### INFORMATION TO INCLUDE

- First, Middle, and Last Name
- Date of Birth
- Date of Death
- Professional Life
- Memberships (church, civic, social, etc.)
- Personal Remembrances
- Survivors In This Order: Spouse, Children (Including Children's Spouses), Grandchildren, Parents, Siblings (Including Sibling's Spouses), Nieces, Nephews, and Other Family Members
- Date, Time, and Location of Service
- Memorials/Donations

### EXAMPLE

John Henry Smith, 73, a retired technician, died Tuesday at his home in Southlake. John served as a past chairman of the Grapevine Chamber of Commerce and was a member of the Southlake Rotary Club. Mr. Smith was a White's Chapel Methodist Church member, serving as an usher for eight years. John was an avid golfer and enjoyed working in his yard.

Mr. Smith was preceded in death by his parents, Ruby and Jack Smith, of Tyler. He is survived by Freda Mansfield Smith of Grapevine; children Jack Smith and his wife Dorothy of Southlake; Jillian Smith Taylor and her husband David of Colleyville; and by his grandchildren Steven, Elizabeth, and Paige Smith of Southlake; and Johnny and Samantha Taylor of Colleyville.

The family will be present Thursday from 6:00 – 8:00 pm at XX Funeral Home for visitation. On Friday, a Celebration of Life will be held at 10 a.m. at White's Chapel Methodist Church, Southlake. Interment at Bear Creek Cemetery, Euless, following.

Instead of flowers, please direct memorials to the Building Fund for White's Chapel Methodist Church, 185 S. White's Chapel Blvd., Southlake, Texas 76092.

## IMPORTANT DOCUMENTS AFTER THE LOSS OF LOVED ONE

We suggest you locate these important documents after your loved one has died. They will be helpful to you as you put together and plan funeral arrangements.

### Pre-Planning Information/Personal Requests and Wishes

- Check to see if your loved one has made any advance arrangements with a funeral home for burial as well as any instructions or preference for their services.

### Birth Certificate

- The information on a birth certificate is necessary to provide you with a death certificate. Having a copy on hand will expedite the process for those making funeral arrangements.

### Marriage License

- Both the birth certificate and marriage license will be needed to apply for any governmental benefits that survivors may be eligible for including, but not limited to, Social Security and Veteran's benefits.

### Social Security Card

- Social security benefits are not paid automatically. They must be applied for within a specific time frame. For current requirements, visit [www.ssa.gov](http://www.ssa.gov) online or call 1-800-772-1213.

### Death Certificate

- The funeral home or direct cremation provider can order copies of death certificates upon request. A death certificate is often required when applying for benefits or changing account information.

### Last Will and Testament/Trust Documents

- We suggest you seek the advice of the probate court office or a competent estate attorney to assist in legal proceedings.

### Insurance Policies

- Collect all policy information that may be due to the estate. These can include policies provided by employers, unions, pension plans, credit card companies, and other sources. Be certain to have policy numbers in hand when applying for these benefits.

#### Other Important Personal Documents

- Previous year's tax statement.
- Credit cards and credit card billing statements.
- Brokerage and financial accounts.
- Automobile titles and/or bills of sale.
- Computer logins and passwords.

## SCRIPTURE READINGS

### Old Testament

Psalm 23  
Psalm 73:26  
Psalm 100  
Psalm 121:1-6  
Psalm 139  
Proverbs 31

Ecclesiastes 3:1-8  
Isaiah 12:2  
Isaiah 40:28-31  
Jeremiah 29:11-13  
Micah 6:8

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### New Testament

Matthew 5:1-12  
Matthew 6:19-21  
Matthew 11:25-30  
Matthew 19:13-15  
Luke 9:23-24  
John 11:25-26  
John 14  
Romans 5:1-11  
Romans 6:3-11  
Romans 8: 31-35, 37-39  
Romans 14:7-9  
1 Corinthians 13: 4-8,13  
1 Corinthians 15:40-44  
2 Corinthians 5:1-20

Ephesians 3:14-21  
Philippians 2:1-4  
Philippians 3:7-21  
Philippians 3:13-14  
Philippians 4:4-7, 13  
Colossians 3:1-17  
Thessalonians 4:13-18  
Timothy 4:6-8  
Hebrews 12:1-12  
2 Peter 1:5-11  
1 John 3:1-3

## TRADITIONAL MUSIC

Abide With Me  
All Things Bright and Beautiful  
Amazing Grace  
Ava Maria  
Be Still, My Soul  
Because He Lives  
Blessed Assurance  
Come Thou Fount  
Crossing The Bar  
Faith of Our Fathers  
Going Home  
Great is Thy Faithfulness  
Here I Am, Lord  
His Eye is on the Sparrow  
How Great Thou Art  
Hymn of Promise  
I'll Fly Away  
Immortal, Invisible, God Only Wise  
In the Garden  
It is Well with My Soul  
Jesus, Remember Me  
Just As I Am  
Leaning on the Everlasting Arms  
Lift High the Cross  
My Hope is Built  
Nearer, My God to Thee

O For a Thousand Tongues to Sing  
O God, Our Help in Ages Past  
O Morning Star, How Fair & Bright  
Shalom to You  
Softly and Tenderly  
Soon and Very Soon  
Stand By Me  
Surely, The Presence  
Sweet Beulah Land  
Swing Low, Sweet Chariot  
The Day of Resurrection  
The Lord's Prayer  
The Old Rugged Cross  
This is a Day of New Beginnings  
Turn Your Eyes Upon Jesus  
Up From the Grave He Arose  
What a Friend We Have in Jesus  
When We All Get to Heaven

## CONTEMPORARY MUSIC

Amazing Grace,  
    My Chains Are Gone  
Annie's Song  
Blessed Be Your Name  
Dancing in The Sky  
Even Though I'm Leaving  
Fire and Rain  
Go Rest High on That Mountain  
Good, Good Father  
Goodbye  
Home  
How Great Is Our God  
I Can Only Imagine  
I Hope You Dance  
I'll Carry You Home  
I Will Rise  
If You Could See Me Now

In This Very Room  
Let It Be  
Never Alone  
Remember Me  
Save a Place for Me  
Scars in Heaven  
Somewhere Over the Rainbow/  
    What a Wonderful World  
Tears in Heaven  
The Line Between the Two  
The Other Side  
To Where You Are  
Untitled Hymn  
Well Done  
With Hope  
You Never Let Go  
You'll Never Walk Alone

## LOCAL FUNERAL HOMES & CREMATION SERVICES\*

### FULL-SERVICE FUNERAL HOMES

Bluebonnet Hills Funeral Home

817-498-5894

<http://www.dignitymemorial.com/bluebonnet-hills-funeral-home/en-us/index.page>

J.E. Foust & Son Funeral Home

817-481-2525

<http://www.dignitymemorial.com/foust-son-funeral-home>

Lucas Funeral Home

817-488-7566

<http://www.lucasfuneralhomes.com>

Thompson & Son Cremation and Funeral Service

817-292-2250

<https://thompsonfuneral.com/>

### DIRECT CREMATION PROVIDERS

Jim's Funeral Home

817-282-0858

<http://www.quenfuneralhome.com>

ACremation

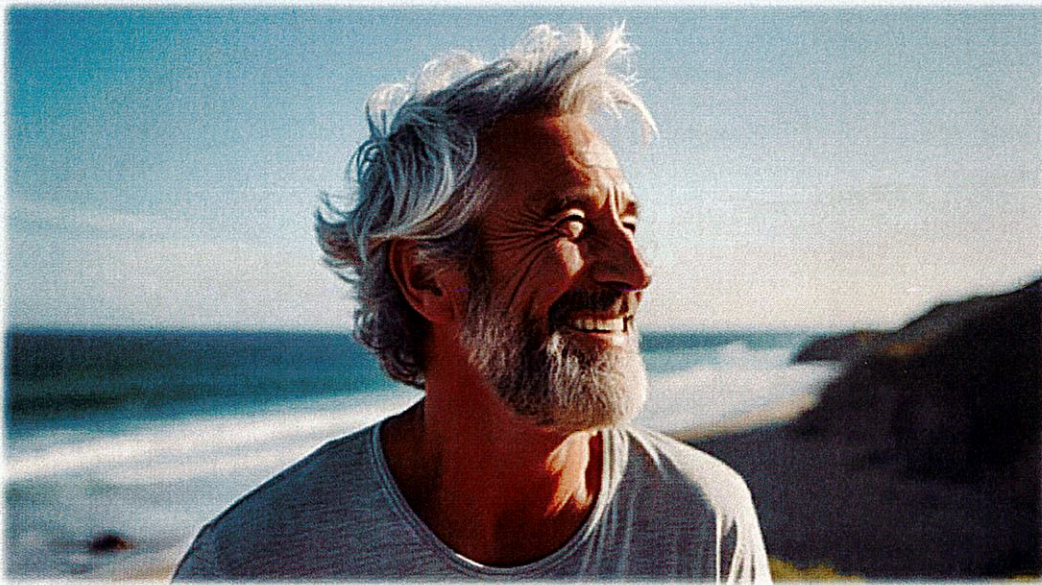
877-353-3626

<https://www.acremation.com/>

*\* This list is for information purposes only and does not serve as an endorsement from White's Chapel regarding any of these providers. \**

*Celebration of the Life and  
Resurrection of*

# *John Jacob Doe*



*I have fought the good fight,  
I have finished the race,  
I have kept the faith.  
2 Timothy 4:7*

*Friday, January 5, 2024  
11 a.m.*

*Celebration of the Life and  
Resurrection of*

***John Jacob Doe***

*Prelude*

*Memorial Candle OR Urn/Casket*

*Word of Grace*

*Solo*

*"Amazing Grace"*

*By Newton*

*Words of Remembrance*

*Pastoral Prayer*

*The Lord's Prayer*

*Our Father, who art in heaven, hallowed be  
thy name. Thy kingdom come, thy will be done  
on earth as it is in heaven. Give us this day our  
daily bread. And forgive us our trespasses as  
we forgive those who trespass against us. And  
lead us not into temptation, but deliver us  
from evil. For thine is the kingdom and the  
power and the glory forever. Amen.*

*Solo*

*"How Great Thou Art"*

*By Boberg*

*Scripture*

*Psalm 23*

*Meditation*

*Musical Reflection*                      *By Kamakawiʻole*  
*“Somewhere Over The Rainbow/  
What a Wonderful World”*

*Benediction*

*On Eagle’s Wings*  
*“And God will raise you up on eagle’s wings,  
bear you on the breath of dawn,  
make you to shine like the sun  
And hold you in the palm of God’s hand.”*

*Postlude*

*A private inurnment service  
immediately follows at the  
WC Columbarium and Memorial Garden.*

*A committal service immediately follows at  
XXXXXX.*

***John Jacob Doe***

*Born on June 15, 1941  
Entered Eternal Life on January 1, 2024*

*Officiating Pastor*  
*Rev. Kyle Roberson*

*Vocalist*  
*XXXXX*

*Accompanist*  
*XXXXX*

*[Note - obituary can be a ½ sheet insert]*



**WHITE'S CHAPEL**  
METHODIST CHURCH

185 S. White Chapel Boulevard  
Southlake, Texas 76092  
817-481-4147

WHITE'S CHAPEL METHODIST CHURCH  
**CAMPUS MAP**  
185 S. WHITE CHAPEL BLVD. | SOUTHLAKE, TX 76092

↑ (709) SOUTHLAKE BLVD.

BUSINESS COMPLEX

BUSINESS COMPLEX

ADMINISTRATION BUILDING

GARAGE & STORAGE

EAST PARKING LOT

STATIONS OF LIGHT

SPELL CHAPEL

↑ (709) SOUTHLAKE BLVD.

PRAYER LABYRINTH

CENTER FOR SPIRITUAL CARE  
SANCTUARY GARDEN

STUDENT BUILDING

CHapel Hill PLAYGROUND

CHILDREN'S WING

BOOK STORE

CONFERENCES

THE ATRIUM

WELCOME CENTER

EVANS HALL

KITCHEN

THE FOUNDRY

WELLNESS DECK

PATIO

PORT COCHISE

GALLERY

SAUNAS

THE CAMAROS

WELLSY CLUB

WELLSY PLAYGROUND

WELLSY GARDEN

WELLSY PLAZA

WELLSY PARK

WELLSY LAKE

WELLSY MOUNTAIN

WELLSY RIVER

WELLSY CANYON

WELLSY VALLEY

WELLSY HILLS

WELLSY MOUNTAINS

WELLSY PEAKS

WELLSY RIDGES

WELLSY SPURS

WELLSY POINTS

WELLSY PINES

WELLSY OAKS

WELLSY MAPLES

WELLSY BIRCHES

WELLSY CEDARS

WELLSY FERNS

WELLSY MOSS

WELLSY LICHENS

WELLSY FUNGI

WELLSY INSECTS

WELLSY BIRDS

WELLSY MAMMALS

WELLSY REPTILES

WELLSY AMPHIBIANS

WELLSY FISH

WELLSY CRUSTACEANS

WELLSY MOLLUSCS

WELLSY ARACHNIDS

WELLSY NEMATODES

WELLSY PLANTS

WELLSY ANIMALS

WELLSY MICROBES

WELLSY CELLS

WELLSY MOLECULES

WELLSY ATOMS

WELLSY PARTICLES

WELLSY WAVES

WELLSY FIELDS

WELLSY FORCES

WELLSY ENERGY

WELLSY MATTER

WELLSY SPACE

WELLSY TIME

WELLSY INFORMATION

WELLSY KNOWLEDGE

WELLSY WISDOM

WELLSY FAITH

WELLSY HOPE

WELLSY LOVE

WELLSY GRACE

WELLSY MERCY

WELLSY KINDNESS

WELLSY PATIENCE

WELLSY GENTLENESS

WELLSY MEekNESS

WELLSY HUMILITY

WELLSY MODesty

WELLSY SELF-CONTROL

WELLSY TEMPERANCE

WELLSY SINGLES

WELLSY MARRIED

WELLSY DIVORCED

WELLSY WIDOWED

WELLSY ORPHANS

WELLSY FOSTER

WELLSY ADOPTED

WELLSY TRANSFERRED

WELLSY RELOCATED

WELLSY MIGRATED

WELLSY DISPLACED

WELLSY REFUGED

WELLSY ASYLUM

WELLSY SANCTUARY

WELLSY HAVEN

WELLSY PORT OF CALL

WELLSY WAYSTATION

WELLSY JOURNALS

WELLSY DIARIES

WELLSY MEMOIRS

WELLSY AUTOBIOGRAPHS

WELLSY BIOGRAPHS

WELLSY HISTORIES

WELLSY LEGENDS

WELLSY MYTHS

WELLSY TALES

WELLSY STORIES

WELLSY NARRATIVES

WELLSY ACCOUNTS

WELLSY RECORDS

WELLSY DOCUMENTS

WELLSY PAPERS

WELLSY FILES

WELLSY ARCHIVES

WELLSY LIBRARIES

WELLSY COLLECTIONS

WELLSY RESOURCES

WELLSY TOOLS

WELLSY EQUIPMENT

WELLSY SUPPLIES

WELLSY MATERIALS

WELLSY COMPONENTS

WELLSY PARTS

WELLSY ACCESSORIES

WELLSY PERIPHERALS

WELLSY ADD-ONS

WELLSY EXTENSIONS

WELLSY UPGRADES

WELLSY IMPROVEMENTS

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