

Title	Titles of Works and Participants	Time
Prelude Background music	Title: Performer:	
Greeting Welcome guests	Speaker:	
First Song/Hymn (optional) A familiar song guests can sing along with. Introduces the next part of service	Title of work: Performer:	
Words of Grace A reading or prayer. Gives guests a moment to gather their thoughts. <i>Also called: opening prayer, invocation, meditation</i>	Speaker:	
Second Song/Hymn (optional) If you would like to include more music, place an additional song here.	Title of Work: Performer:	
Reading(s) A poem, prose or religious passage that reflects the taste, characteristics, or choice of the honoree.	Title of Work: Reader: _____ Title of Work: Reader: _____ Title of Work: Reader:	
Musical Interlude Performed by someone other than the attendees such as a choir, soloist, musical ensemble or pre-recorded music.	Title of Work: Performer:	
Third Song/Hymn (optional) If you would like to include more music, place an additional song here.	Title of Work: Performer:	
Eulogies/Speeches Place most celebratory speech as the last speech. In the program, be sure to include a title for each speech. <i>Also called: reflections, in memoriam, memories, words of remembrance, homily.</i>	Speaker: Speaker: Speaker: Speaker:	
Closing Song/Hymn Creates mood guests will carry to the reception.	Title of Work: Performer:	
Parting Words A chance to express your thanks to anyone who contributed, present an invitation to the reception. <i>Also called: benediction.</i>	Speaker:	
Postlude Final musical piece, celebratory in tone symbolizes the send-off of the honoree.	Title of Work: Performer:	