



63A Chartwell Drive, Singapore 558758, Tel 6280 6076

Priest/Celebrant:			
Date of Funeral Mass:		Time (Mass/Service):	
Place of Wake:		Date of Death:	
Place of Cremation/Burial:		Time (Cremation):	

Please take note of the following guidelines

- The funeral Mass is a celebration of the Holy Eucharist and should be observed with reverence
- Priority will be given to *parishioners* ***Note... A parishioner is defined as any of the following:**
 - *Whose address is within the Parish's Boundary*
 - *Serves in a ministry in the parish*
 - *A person who attends Mass in the parish weekly*
- Please provide photocopies of the deceased's death and baptism certificate

PARTICULARS OF DECEASED *(All fields are mandatory)*

Name of Deceased:		Male/ Female
Address (as in NRIC):		

1 st Contact Person Name			
Relationship to Deceased		Contact No.	

2 nd Contact Person Name			
Relationship to Deceased		Contact No.	

OTHER SERVICES

Do you need a choir at the funeral mass?	Yes / No
Do you need altar servers?	Yes / No
Do you need our prayer group at the wake?	Yes / No
If yes, please state the dates (dd/mm) (Prayers usually start at 8.30pm and the prayer group will contact you to finalize the prayers at the wake)	_____ to _____

IMPORTANT PDPA NOTICE:

The Church of St Francis Xavier ("the Church") safeguards all personal data collected through any ministry, parish, commission, or activity, in accordance with the Singapore Personal Data Protection Act 2012 ("PDPA").

In compliance with the PDPA and by signing this form, I agree and consent to the collection, receipt, processing, disclosure, storage and use of all my personal data and all such data submitted to the Church for the purpose of processing and administration of the abovementioned.

I certify the above information is true to the best of my knowledge and acknowledge and agree to abide with the guidelines and PDPA notice.

 Name and Signature _____
 Date

FOR OFFICE USE ONLY (Please check (✓) the relevant boxes)

	Notify Prayer Group	<i>Person Informed:</i>		
	Notify Altar Servers	<i>Person Informed:</i>		
	Notify Choir	<i>Person Informed:</i>		
Received from:		Amount:	\$	
Receipt No.:			Cash/ Cheque	
Date:		Signature:		