

Name of deceased:

Name of Family contact:

Phone number:

Date of funeral Mass/Service:

Time luncheon is to be served, before or after cemetery:

Number of expected guests:

Menu choice (circle one):    1       2       3

## **Sacred Heart Church**

105 Waugh St, Columbia, MO 65201

573-443-3470, Parish Office

573-442-1082, fax

[www.sacredheart-church.org](http://www.sacredheart-church.org)



## ***Guidelines for Funeral Luncheons***

Complete the above information and return to:

**Sacred Heart Parish Office  
105 Waugh St.  
Columbia, MO 65201**

The Sacred Heart staff and parish extend our sympathy on the death of your loved one. At this difficult time, volunteers of the parish can assist your family by serving a luncheon after the funeral Mass/Service.

The luncheon will be served in the Activity Building, which will accommodate up to 75 people. This service is provided by the Sacred Heart Funeral Luncheon Committee. The ministry includes volunteers who prepare and serve the luncheon and those who donate food items.

**What type of service is provided?** A buffet line will be set up using disposable service. Tablecloths are provided on all tables. Family members can relax knowing everything will be taken care of, including clean up.

**Who do I contact regarding the Luncheon?** Return this form or contact the Parish Office, 573-443-3470, to provide the requested information. Office staff will contact the Luncheon Coordinator to organize the luncheon. Please do this as soon as possible to allow adequate preparation time.

**Is there a cost for the luncheon?** A charge per person covers the cost of the meat entrée selected. The Church provides all other foods, beverages and supplies. If family members wish to make a donation to defray other expenses associated with the luncheon, contributions may be forwarded to the Parish Office.

**What happens to extra food after the luncheon?**  
Family may take home any leftover food.

**When is payment expected?**  
Payment is accepted at the time the luncheon request is made. Payment may also be made at [www.sacredheart-church.org](http://www.sacredheart-church.org). Click on the WeShare icon.

**If you have questions or would like to discuss the luncheon service and available options, call the Parish Office, 573-443-3470.**

## Menu Choices

### Menu #1 — \$4 per person per person

Meat and Cheese Tray  
(Includes Deli Ham, Smoked Turkey,  
Swiss, Provolone, and Colby Jack Cheeses)  
Potato Chips  
Sandwich Rolls  
Relish Tray  
Assorted Salads  
Assorted Desserts  
Coffee and Iced Tea/Lemonade

### Menu #2 — \$4 per person per person

Baked Ham, roast beef or baked turkey (choose one)  
Potatoes  
Hot side dishes  
Assorted Salads  
Assorted Desserts  
Dinner Rolls  
Coffee and Iced Tea/Lemonade

### Menu #3 — \$4 per person (entrée catered by Lee's Chicken)

Fried Chicken — assorted pieces  
Potatoes  
Hot side dishes  
Assorted Salads  
Assorted Desserts  
Dinner Rolls  
Coffee and Iced Tea/Lemonade

**(Minimum number of guests served for a funeral luncheon is 30)**