



Working with me

What to expect

You've got enough on your plate – you don't need the uncertainty of not knowing what happens next.

With our meeting booked, this guide explains the steps I'll follow as we work together.



01 Preparing for our meeting

I'll stay in touch with your funeral director and contact the venue to confirm how much time we have for the ceremony.

You don't need to prepare anything before we meet.

But if you prefer to have time to think things through, [Preparing for our meeting](#) takes you through the areas we may explore together.

02 Our meeting

You can expect me to be on time — and if I think I'm running late, I'll call you.

Once you feel settled, we'll move through our meeting at your own pace and:

- Confirm the practical details.
- Talk about how you would like the ceremony to feel.
- Explore what you might like to include and ways to make it personal.
- Spend time with the memories and stories of the person who died.

Only share as much as you're comfortable. If I ask something you don't want to answer, you can say no. And if you share something you don't want included in the ceremony, just let me know.

With your permission, I'll voice-record our meeting to support my note-taking. The recording will be deleted once the ceremony has been agreed.

Please invite anyone whose support or input you would value, and allow us around two hours.

03 After our meeting

I'll update your funeral director on any practical details they need to know.

I won't start writing immediately. I like to let our conversation settle and spend some time with the memories, stories and wishes you've shared.



04 Bringing the ceremony together

It typically takes me three to four days to bring the first draft of the ceremony together.

If family or friends are writing something to be included, this also gives them time to prepare their contributions.

You can continue sending me anything else you remember or would like included.

05 Getting the ceremony right

Once the first draft of the ceremony is ready, I'll call to let you know.

I can read it through with you, or send you a copy to read in your own time.

Feel free to change every single word, if needed. We'll make any changes together until the ceremony feels right.

06 Before the ceremony

On the last working day before the ceremony, I'll call to check in, confirm any outstanding details and run through the ceremony, if needed.

I'll also speak with your funeral director to confirm how everything will proceed.

07 Ceremony day

I'll arrive at the venue around 30 minutes before the ceremony begins. This gives me time to prepare myself and, when it becomes available, the ceremony space.

I'll look out for you and offer reassurance to anyone taking part. If somebody feels unable to read their contribution on the day, I can read it for them.

When the time comes, I'll guide everyone through the ceremony and our farewell.

Once the ceremony has finished, I'll remain with your funeral director until you're ready to leave.

08 Day after the ceremony

The following morning, I'll send you a quick email to see how you are doing.

Contacting me

You're welcome to call, message or email.

My phone is set to silent from 8pm, so calls or messages received after then will usually be answered the following day.