

Memorial Service Agreement

**Satchidananda Ashram – Yogaville
108 Yogaville Way, Buckingham, VA 23921**

To provide you with a well-planned and organized memorial service this document outlines and clarifies the agreement and duties of all parties.

Thank you for contacting Satchidananda Ashram-Yogaville for final arrangements.

Initial Planning Meeting: Date _____ Time _____
Location: In person _____, conference call _____,
Facetime _____, Zoom _____, or Skype _____

Name of Deceased _____

Contact person for family

Name	_____
Address	_____
Email	_____
Other info	_____
Home PH	_____
Cell PH	_____

**Power of Attorney
(If different from above)**

Name	_____
Address	_____
Email	_____
Cell PH	_____
Other	_____

Media contact (video, photos ready to show)	Email	_____
	Cell PH	_____

Preferred Faith Tradition _____

Name(s) of gurubais to coordinate on behalf of deceased

Memorial Service Agreement

SAYVA Fee and Service Schedule

The family agrees to pay **SAYVA \$1008** for the services detailed below. Payment may be made in full on signing this or **\$500** non-refundable deposit and the balance of **\$508** on the day of the memorial.

The date and time are not confirmed until the deposit/payment is received and may be left to be determined after passing.

If the entire program is cancelled at least a week in advance of reservation date, the final payment will not be required. These terms are subject to updates as needed.

With this agreement SAYVA will provide the following services:

There will be a Memorial Coordinator assigned to facilitate all of the events.

1. Formal Puja in Sivananda Hall and Aarthi at Memorial Grove.
 - a. Morning program will include reading of obituary, introduction of family members, music, readings as requested, and sharing.
SAYVA will not provide media for the program but will record the event.
Fee includes set up and clean up, flowers, side altar for ashes, and printed program.
 - b. Continuation of the program at Memorial Grove including set up, a brief Aarthi and interment of the ashes at the end. Some ashes may be taken back to be offered at familiar place important to deceased per request.

NOTE: If deceased is a devotee of Swami Satchidananda, a teaspoon of ash may be put in a bottle for later interment in Chidambaram at the next Gurupoornima (July), or Jayanthi (December) service.

2. Special seating of family at lunch.
3. Afternoon gathering to share memories, optional.
4. Live streaming may be available for long distance viewing:
to be discussed at time-of-service planning.

Fee does not include:

1. Housing at ashram. Contact Ashram Reservations Service (ARC) if needed.
2. Special Meal provided by family in honor of deceased for ashram members
3. Prasad, items for family sharing afternoon
4. Streaming of morning and/or afternoon events

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Fees for these options are TBA, based on expected attendance and needs.

The family will promptly provide:

1. Cremation ashes of deceased provided by their own state, conforming to all local and national regulations. The ashes may be mailed, or hand delivered, to SAYVA.
2. A copy of the obituary sent to SAYVA as soon as possible for printing program.
3. A photo of deceased and other small memorial items for the family altar table.
4. Names of speakers and presenters for service and relationship to deceased.

Family authorized party, please sign below signifying complete understanding and agreement of the responsibilities of both SAYVA and the family.

This contract is by and between:

Name of Family _____ Deceased _____

Authorized party

Representative Name _____

Signature _____ Date _____

Date of service _____

Relationship to Deceased _____

Satchidananda Ashram-Yogaville

Memorial Coordinator _____

Signature _____ Date _____

“I’m not the body, not the mind, eternal Self I am.”

Sri Swami Satchidananda