



Temple B'nai Sholem
A Reform Jewish Congregation
505 Middle Street ★ New Bern, NC 28560
252.638.4545
Carla Byrnes, President

Instructions for Completing the *In-Memoriam Request Form*

❖ **General Information**

To include your departed loved ones in the *2019 Book of Remembrance*, please neatly complete the *In-Memoriam Request Form* and send it with your donation, in any amount, to:

- Paul Freid
Book of Remembrance Coordinator
2573 Sugar Maple Court
Southport, NC 28461
- Payment Information, Deadlines, and Additional Assistance
Please Make Checks Payable To: Temple B'nai Sholem
Submission Deadline: **Friday August 30, 2019**
For Questions/Assistance: 703.855.9442 or pefreid@gmail.com

❖ **Prior Submissions: No Changes**

If your loved ones were listed in the *Book of Remembrance* last year and you have no changes, or additions, please neatly complete the top (only) of the *In-Memoriam Request Form* and check the box that states, No changes or additions. *Please include the names of my loved-ones, as they appeared last year.*

❖ **Prior Submissions: Changes/Additions**

Please neatly complete the *In-Memoriam Request Form*, listing the name and month-of-passing for each of your loved ones.

❖ **First-Time Submissions**

If you will be submitting names for the *Book of Remembrance* for the first time, please neatly complete the *In-Memoriam Request Form*, listing the name and month-of-passing for each of your loved ones.

❖ **Unknown Yahrzeit Date(s)**

If you do not know the months-of-passing for your loved ones, their names will be printed in the *Book of Remembrance* and will be read aloud from the pulpit on *Yom Kippur*. These names will not be read aloud with the monthly *Kaddish Memorial List* during *Shabbat Services* at Temple B'nai Sholem.