

# Items Needed Immediately

Funeral Service of \_\_\_\_\_

Items checked are still needed:

- Clothing
- Jewelry, Eyeglasses
- Obituary Draft/Approval
- Obituary Photo
- Hairstyle Photo
- Legal/Death Certificate Information
  - Social Security Number
  - Date of Birth
  - Place of Birth
  - Father's Name
  - Education Level
  - Parent's Place of Birth
  - Mother's Name with Maiden Name
  - Ethnic Origin
- Veteran's Discharge (DD 214)
- Cemetery Lot Information
- Cremation Authorization signed
- Number of Certified Copies of Death
- Mass Information Worksheet
- Other Service Information
- Pallbearers
- Photos for Tribute Video
- Florist
- Reception or collation
- Financial Agreement for Funeral Expenses
- \_\_\_\_\_
- \_\_\_\_\_

Items you will receive from us over the next several weeks

- Family Follow up Survey: please complete and return this survey for our staff education and feedback on our level of service
- Grief Support Newsletter: we provide a free 12 month subscription to a grief support newsletter
- Additional announcements about our Grief Support program and community events
- A receipted funeral bill: in order to complete the probate court and estate process, you will need to show the funeral expenses have been paid in full. When that occurs, a final statement will be mailed.