

THINGS TO REMEMBER



When the loss of a loved one occurs, there are many decisions that must be made and information that must be gathered. Our goal is to make this process as simple as possible for the families we serve. The list below outlines some of the items necessary to complete the death certificate and obituary, and which will be needed when you visit the funeral home for the arrangement conference. Please bring the following pertaining to your loved one:

Social Security number

Insurance policies (if applicable)

Date and place of birth

Veterans discharge papers (DD-214)

Payment via credit card, cash, check or insurance assignment

Father's name

Mother's maiden name

Education

Work history

Church/Synagogue affiliation (if applicable)

Organizations or memberships

Special achievements

Names of surviving relatives and cities in which they live
(include parents, spouse, siblings, children, grandchildren, grandparents, etc.)

Place of burial (if applicable)

Clothing, including undergarments

Eyeglasses and jewelry

List of six to eight pallbearers (if applicable)

A recent photograph

A collection of treasured photographs to illustrate your loved one's life

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DEATH CERTIFICATES AND OBTAINING CERTIFIED COPIES



Certified copies of the death certificate can be very important as you begin the process of filing claims and settling the estate. We will make every effort to initiate and forward the original certificate, in an efficient and timely matter, to the attending physicians and to other agencies involved.

WHY CERTIFIED COPIES ARE NEEDED

Certified copies of the death certificate contain the raised seal of the county where issued. Below is a list of possible needs for the certificate. In most instances, a certified copy is required. Please note this is not an all-inclusive list.

- Life insurance or annuities
- Mortgage insurance claims
- Pensions
- Retirement benefits
- Veterans Administration benefits
- Social Security benefits
- Pension plans
- Stocks, bonds and 401K accounts
- Transfer of automobile, trailer, boat or camper
- Property transfers
- Probate court – attorney
- Banks or credit union accounts
- Credit cards
- Filing federal, state or city income taxes
- Insured loans and credit card claims
- Personal requests from children or other family members
- Bereavement leave

THE FILING PROCESS

From the information you provide during the arrangement conference, we will initiate the original death certificate. In most cases, it is taken to the physician for his/her signature and for the cause of death. Depending on the availability of the physician, we may be asked to leave the certificate and return at a later time. Once obtained, the certificate is then taken to the local health department for registration and recording. The original certificate is retained in their office and the certified copies are issued.