

End of Life Preparation

Periodically update information.

Wills and important documents		Date	Location
<input type="checkbox"/>	Have you completed a will?		
<input type="checkbox"/>	Are your important papers in order? Insurance Policies Diplomas Birth & Marriage Certificates Military Papers Tax Returns Social Security Cards Deeds Bank Books/Accounts Promissory Notes Stocks & Bonds Notes & Obligations Bills of Sale, Titles Funeral Wishes		
<input type="checkbox"/>	Have you compiled your personal Statistics? Full Name, Residence Birthplace, Birthdate Marital Status & Previous Marriage information Names & Birthplaces of Mother & Father Professional Statistics & Achievements Civic/Public Offices held Organization Affiliations Military/Veterans information Dept of Veteran's Affairs: 202-273-5400 Social Security Information and Benefits Toll Free: 1-800-772-1213		
Financial Status		Date	Location
<input type="checkbox"/>	What is your family financial status? Cash on hand and in banks? Accounts and Notes Receivable? Real Estate? Life Insurance? Autos and Personal Property? Securities? Other Assets? Accounts and Bills due? Real Estate Mortgages? Unpaid taxes? Other debts?		

There are countless items to attend to following a death. Below are many of them that can be made ahead of time and information assembled in a location known to your survivors. The more you do it ahead of time, the easier you make it for those left behind! We hope that these checklists will assist you and your family.

People to Notify

- Doctor or Coroner
- Funeral Director
- Cemetery or Memorial Park
- Minister and Church
- All the Relatives
- All the Friends
- Employers
- Organist, Singer, Musicians
- Pallbearers
- Insurance Agents
- Unions and Fraternal Organizations
- Newspapers
- Attorney, Accountant or Executor of Estate

Things to Handle

- Provide vital statistics about the Deceased
- Prepare and sign necessary papers
- Provide addresses for all interested who must be notified
- Answer sympathetic phone calls, messages and letters
- Meet & talk with everyone/family about all details
- Greet friends and relative who call
- Provide lodging for out-of-town guests
- Prepare home for visitors
- Plan funeral car list

Decisions to be Made

- Cemetery/Mausoleum Property
- Memorial or Monument
- Casket/Urn
- Clothing
- Flowers
- Music
- Food
- Information for Obituary
- Time and Place of Service
- Transportation
- Cards of Thanks