



Funeral Planning Guide

Funeral Plan for: _____
(Name)

Date Created: _____

Dear Loved Ones,

In the pages that follow, I've recorded my desires and preferences regarding decisions you'll be asked to make after my death. Please read through this entire document before making arrangements for my funeral.

Basic Information

Upon my death, I want to donate my organs as indicated: (Initial one)

_____ Any needed organs or body parts

_____ No Donations

_____ Only those organs or body parts listed below:

_____ I have a living will, final directives, or Five Wishes

It is located: _____

Place of Worship: _____

Phone Number: _____



The funeral director will need the following information to complete my death certificate:

Date of Birth: ____/____/____ Place of Birth: _____

Social Security Number: ____-____-____

Usual Occupation: _____

Kind of Business / Industry: _____

Military Service: Yes / No (Circle One)

If yes, Branch and service years: _____ Started _____ til _____

Highest Level of Education Completed: _____

Father's Name (First, Middle, Last): _____

Mother's Name (First, Middle, Last, Maiden): _____

Place of disposition (name of cemetery, crematory, or other location):



Notifications

Please let all these people know of my death:

Spouse: _____

Contact Numbers (Home) _____ (Mobile) _____

Children: _____

Contact Numbers (Home) _____ (Mobile) _____

Children: _____

Contact Numbers (Home) _____ (Mobile) _____

Children: _____

Contact Numbers (Home) _____ (Mobile) _____

Children: _____

Contact Numbers (Home) _____ (Mobile) _____

Children: _____

Contact Numbers (Home) _____ (Mobile) _____

Parents: _____

Contact Numbers (Home) _____ (Mobile) _____

In-laws: _____

Contact Numbers (Home) _____ (Mobile) _____

_____ Check if more are listed on back



Sibling #1: _____

Contact Numbers (Home) _____ (Mobile) _____

Sibling #2: _____

Contact Numbers (Home) _____ (Mobile) _____

Sibling #3: _____

Contact Numbers (Home) _____ (Mobile) _____

Sibling #4: _____

Contact Numbers (Home) _____ (Mobile) _____

Friends: _____

Contact Numbers (Home) _____ (Mobile) _____

Contact Numbers (Home) _____ (Mobile) _____

Contact Numbers (Home) _____ (Mobile) _____

Contact Numbers (Home) _____ (Mobile) _____

Contact Numbers (Home) _____ (Mobile) _____

_____ Check if more are listed on back



Business Associates: _____

Contact Numbers (Home) _____ (Mobile) _____

Contact Numbers (Home) _____ (Mobile) _____

Contact Numbers (Home) _____ (Mobile) _____

Contact Numbers (Home) _____ (Mobile) _____



Funeral Home

This is who I want to handle my funeral:

Funeral Director: _____

Funeral Home: _____

Phone: _____

Address: _____

Service

You may want a traditional funeral service with visitation and a member of the clergy conducting services at a church or a funeral home. Would you want an open or closed casket? Maybe you want a special friend to do the eulogy or family members to read scripture passages or poetry. Any favorite hymns?

If you would rather have a memorial service, express that wish. That means a service in the funeral home or a church where the body is not present. A common misconception is that when the body is cremated you don't hold a funeral. You can hold a funeral before cremation.

Contact the funeral home to obtain more information.

List the type of service and details:



Please ask these loved ones to be pallbearers:

_____	_____
_____	_____
_____	_____
_____	_____

Funeral Speaker: _____

Location of Funeral: _____

Location of Burial: _____

I prefer: _____ Flowers _____ Tributes to Charity

Charity: _____

Favorite Music: _____

Requested Readings: _____

Burial Wardrobe and Jewelry:



Preferred Style / Material of Casket: _____

Preferred Style / Material of Burial Vault: _____

Most families select caskets for their beauty and finish. But there are a lot of little things about high-quality caskets that most people never notice--and that frankly aren't meant to stand out.

Details in design, construction, and finish are meant to enhance the display of the casket in an attractive and dignified manner and to keep the tasks involved in handling, closing, and transport to a smooth minimum.

These are details that all good caskets share, but that not all casket manufacturers provide.

Contact the funeral home to obtain more information.



Important Papers

Here's where you can find my last will and testament:

The executor of my estate is: _____

My executor's phone number is: _____

Here's where you can find my Trust documents:

The trustee of my trust is: _____

My trustee's phone number is: _____

Other important papers: this list will help you locate documents necessary for settlement of my estate (birth certificate, marriage license, deeds, automobile titles, insurance policies, pension information, income tax records, banking records, bonds, securities, stock certificates, etc.)

Document : _____

Location: _____

Document : _____

Location: _____

Document : _____

Location: _____

Document : _____

Location: _____

Document : _____

Location: _____

Location of safety deposit box key: _____



Obituary Information

Below are topics I would like included in my newspaper obituary:

Spouse: _____

Date and Place of Marriage: _____

Children: _____

Other Survivors: _____

My Address: _____

Birth Date and Location: _____

Education (Schools and Degrees)

School _____ Degree _____

School _____ Degree _____

School _____ Degree _____

Military Service: Branch _____ Dates of Service _____

Occupation: _____

Achievements and Awards: _____

Also mention the following:

Signature of Person Plan is Created For: _____