

What to do when a loved one dies:

A Checklist

___ Call your minister, family members, or friends to be with you immediately after the death of your loved one.

Name _____ *Phone #* _____

Name _____ *Phone #* _____

Name _____ *Phone #* _____

Name _____ *Phone #* _____

Name _____ *Phone #* _____

___ Call the funeral home, mortuary, or medical school about transporting the body.

Contact _____ *Phone #* _____

___ Contact the people who can help arrange the service.

Name _____ *Phone #* _____

Name _____ *Phone #* _____

___ Notify the local newspaper of the death and include information in the obituary on location of service, donations, flowers, etc.

Newspaper _____ *Phone #* _____

Service location _____

Service address _____

Additional info _____

___ Alert other family, friends, workplace, and faith and volunteer communities about the death.

Decedent's work _____ *Phone #* _____

Your work _____ *Phone #* _____

___ Obtain 5-15 certified copies of the death certificate, depending on the estate.

___ Notify the Social Security office.

___ Explore eligibility for Civil Service and Veteran's benefits.

___ Contact the life insurance company of the deceased.

Company/agent _____ *Phone #* _____

___ Notify the lawyer or executor of the estate.

Name _____ *Phone #* _____

___ Alert credit card companies.

___ Cancel prescription, newspaper, and other subscriptions.

___ Cancel automatic bill payments.

