



## Peace of Mind Planning End of Life Information

Sponsored by:  
Milford United Methodist Church  
1200 Atlantic Street  
Milford, MI 48381

When a loved one passes away, family is sometime left with more questions than answers. These questions can be extremely daunting especially when formal plans are not laid out ahead of time.

End of Life Information can take a time of questions and grief and turn it into a time of mourning and remembrance. For the funeral planning, knowing you are fulfilling your loved one's request, without question, allows for a much easier transition for all family members.

Below are some basic funeral planning questions. If you don't have the answer, that is okay, just complete as much as you can. Any information is better than no information. Please, provide a copy to the individual you plan to have handle your funeral.

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Do you have you pre-planned arrangements? (If yes, please provide details)

Requested Funeral Home:

- Include: Name and Address
- Do you wish your remains to be cremated?
- If so, where will ashes be placed?
- If not, where will remains be interred?
- Have you purchased a cemetery plot?
- If yes, where?
  - Please include copy of cemetery deed or a note with location of cemetery deed.

### Funeral/Memorial Service Information

"A funeral always involves the presence and final disposition of a dead human body as part of the practical and ceremonial obligation. A memorial service is any service that commemorates a death but does not involve the presence of disposition of the dead." per Lynch and Sons Funeral Home -

[www.LynchFuneralDirectors.com](http://www.LynchFuneralDirectors.com).

- Will the service be for friends and relatives or private?
- Names of Pallbearers (Approximately 6-8):
- Viewing Wishes:
- Service Location:
- Type of Service - see above for description
- Name of Officiant to Conduct Service:
- Music, Reading Selections, etc.:
- Luncheon to Follow Service? Location / Favorite Dish

## Information for Obituary

- Place of birth:
- Father's full name:
- Mother's full name/maiden name:
- Ancestry:
- Education:
- Occupation/Employer:
- Veteran? Years of service in which branch?
  - Would you like military honors included in service?
- Religious affiliation? Church?
- Clubs/Organizations/etc.:
- Children/Grandchildren/Spouse(s)"
- Siblings

Things to Remember to bring to Funeral Home of your choice (excerpts taken from Lynch and Sons Funeral Home - [www.LynchFuneralDirectors.com](http://www.LynchFuneralDirectors.com))

- Clothing
- Photo for newspaper and funeral home website
- Pictures for printing and photo presentation
- Insurance policies
- Jewelry/glasses/nail polish/lipstick/etc.
- Checks or credit card for fees
- Discharge papers
- Social Security number
- Birth Certificate
- Cemetery Deed

**Death Notification Check- List** (taken from Lynch and Sons Funeral Home - [www.LynchFuneralDirectors.com](http://www.LynchFuneralDirectors.com)  
- you may contact Lynch and Sons Funeral Home for a print out of the following which includes more details)

“When a family member or friend has died, it is important to notify various fraternal organizations, government agencies, banks, creditors and credit reporting agencies of the death. To expedite notification, you should initially make the contact by phone followed by written verification. For many of the government agencies and financial entities, you will need the descendant's social security number, a copy of the death certificate, and , if you are a personal representative (executor) of the estate, your appointment form from the probate court. Make sure to retain copies of all notices that you send. Below is a checklist of possible agencies and businesses that should be notified of the death. The list may not be complete.”

**Specific People to Notify of Death:** Sometimes there are special people in your life that immediate family members may not think of like old friends, etc... Provide a list of these individuals with contact information.

**Special Bequeaths:** Although the best way to express official bequeaths to family member is through a Will, Trust or Estate Plan, sometimes it is nice to leave special notes for specific item for specific family members.

**Death Certificates:** Make sure to request quite a few death certifications, approx.10. They will need to be used to close accounts and provide proof of passing to numerous organizations. Some will expect copies.

**Memberships:**

- Professional associations and unions
- Health Clubs
- Alumni Clubs
- Rotary, Kiwanis, Lions, Veteran's Org. and Clubs
- Church Groups
- Public Library

**Government Agencies:**

- Social Security Administration - 800-772-1213
  - Please note Social Security checks received in the month following the passing of an individual may be void, or require re-payment.
- Veteran's Administration (if decedent was formerly in the military)
- There are benefits available to qualified vets and families
  - Oakland County Veteran's Affairs Office - 888-350-0900, ext. 80785
  - Livingston County Veteran's Affairs Office - 517-546-6338
  - Defense Finance and Accounting Service (military service retiree receiving benefits) - 800-269-5170
- Office of Personnel Management (if decedent is a retired or former federal civil service employee) - 888-767-6738
- U.S. Citizenship and Immigration Service (if decedent was not a U.S. citizen) - 800-375-5283
- State Department of Motor Vehicles (if decedent had a driver's license or state ID)

**Financial Companies (See Peace of Mind Information Collection Spreadsheet for Full Listing):**

- Credit card and merchant card companies
- Banks, savings and loan associations and credit unions
- Mortgage companies and lenders
- Financial planners and stockbrokers
- Pension providers
- Life insurers and annuity companies
- Health, medical and dental insurers and providers
- Disability insurer
- Mutual benefit companies
- Automotive insurer

### **Credit Reporting Agencies:**

There are 3 national credit reporting agencies which you should notify of the death and instruct them to list all accounts as:

- “Closed. Account Holder is Deceased.”
  - Experian - 888-397-3742
  - Equifax - 800-525-6285
  - TransUnion - 800-680-7289

### **Wills and Estates**

- Name of Attorney who created Will, Trust and/or Estate Plan
  - Include: Phone Number & E-Mail Address
- Attach copy of Will, Trust and/or Estate Plan or write down location to find
- Reconciling an estate can be a lot of work, please make sure to assign an individual to be the executor that you know will take on the responsibility. Include as much helpful information to that individual ahead of time as possible.