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FUNERAL SERVICE PLANNING MADE EASY

Pre-Planning Checklist

Following is a planning checklist that can help your loved ones ensure their affairs are in order:

- ✓ Designate a power of attorney to ensure that proper information can be accessed in the event of your illness or death. Make sure a durable power of attorney for health care and a living will are in place so that your wishes are carried out if you are unable to do so.
- ✓ Prepare a contact list of individuals who should be notified in a medical emergency or death.
- ✓ Make sure your representative has a list of important account information or telephone numbers for retirement plans, insurance policies, investments, bank accounts, safe-deposit boxes, properties, and mortuaries.
- ✓ Remind your personal representative that the Social Security Administration will need to be called and, if you're a Veteran, the Veteran's Administration should be contacted as well.
- ✓ Make arrangements for telephone and utilities services, and newspaper and magazine deliveries, to be cancelled.
- ✓ Make arrangements for pets to find a new home.
- ✓ Write an obituary or jot down information you would like included in an obituary.
- ✓ Decide where obituary and memorial information should appear.
- ✓ Specify the type of service you would like including the burial you prefer and make those arrangements.
- ✓ Select the speakers and the eulogies that you would want to represent you.
- ✓ Decide if a charity, church or organization should receive memorial donations in lieu of flowers.