

# FUNERAL ARRANGEMENT

## INITIAL SUPPORT

**Seek support for yourself.** Consider using the following people or entities to help you during this time of grieving:

Family, Friends, Neighbors

Clergy/Chaplain

Professional Assistance and Volunteer Organizations

**Perhaps you will need to select a funeral home** for services including possible cremation. The chaplaincy will provide a listing of local funeral homes that can make arrangements according to your needs and wishes. If your loved one's remains must go to the coroner's facility, request that the funeral home contact the Coroner's Office on your behalf.

**At home** have a friend or relative answer the telephone for you. If you have children, contact their school about your concerns.

**If your loved one was employed,** inform the employer's Human Resource department of your loss.

**Inform your insurance company and the Social Security Administration** about time-sensitive documentation and possible benefits.

**The following is an initial list of information that will need to be gathered.** Much of this information is usually required for the funeral home to obtain a death certificate on your behalf. Ask a friend or relative to help you when you interact with the funeral home:

- Full Name of the Deceased, Gender & Race
- Date & Place of Birth (City & State)
- Social Security Number
- Marital Status (Single, Married or Widow/er)
- Spouse's Full Name/Wife's Maiden Name
- Parents Names & Birth States
- Occupation and Education Level
- Veteran Status (Provide Military Form DD214)
- Clothing for the deceased to wear if there is going to be a public viewing and casket interment.
- A list of pall bearers if there is going to be a casket service.
- Special instructions about preferred music, presentations, or any unique aspect of the service you are contemplating.
- The name of a clergy person you would like to perform the service. The chaplaincy can help.

- If your loved one supported a particular charity you may want to have people support this charity in his or her name.
- A list of siblings, children and grandchildren.

**Note:** The funeral home will provide you with death certificates. We suggest that you request 6-10 copies, as most employers, bank, insurance companies and public entities will demand certified copies that the funeral home can more easily obtain for you at less cost.

## OBITUARY CONSIDERATION

**If you are thinking of publishing a newspaper or on-line obituary notice,** consider having friends and family members assist you in preparing it. You may want to include a special photograph. The following is often included in an obituary:

- List of descending relatives and their relationship to your deceased loved one.
- Employment, professional awards and achievements, military service, church affiliation, clubs, and hobbies
- If desired, indicate a memorial fund or charity to donate to in memory of your loved one's passing.
- For Chaplaincy assistance call: 916.672.6984.



**GET ORGANIZED AS SOON AS  
POSSIBLE**

Your initial grief may temporarily limit your capacity to think about all the necessary arrangements and many details associated with the passing of a loved one. It is important to recognize that you may have limitations. You need to gather important information and documents and put them in one safe place. To help you accomplish this, you may need to call on others to help you during this difficult time.

This is a natural time for family, friends and neighbors to provide comfort and assistance. If this is not possible you may call on the chaplaincy. You do not have to feel alone during your time of need. We will tenderly guide you through the initial arrangements including clergy services.



**24 HOUR SERVICE  
CALLS:**

**530.889.5824**

The Chaplaincy is a non-profit organization that provides services to the public at no cost to you.



**WHAT DO I DO NOW?  
FOLLOWING THE LOSS OF A  
LOVED ONE**



**PLACER COUNTY  
LAW ENFORCEMENT  
CHAPLAINCY, INC.**



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916.672.6984 [www.placerchaplains.com](http://www.placerchaplains.com)