

Use At Time of Death

- Get a legal pronouncement of death
- Start coordinating funeral home arrangements
- Notify friends and family
- Notify their employer if they were employed
- Tend to their personal affairs
- Notify religious officials
- Consider your loved one's final wishes
- Consult with friends and family about
- funeral arrangements
- Publish obituary on LifeMemory.com
- Arrange for care of any pets and/or dependents
- Dispose of any perishables left in their home, including items in the refrigerator and freezer
- Notify the post office and give a forwarding address for mail
- Locate the following documents
 - Will
 - Birth Certificate
 - Social Security Card
 - Marriage License
 - Deed to burial property - if pre-arranged
 - Copy of any other funeral paperwork if prearranged
 - Life Insurance documents - if applicable

After Funeral and Memorialization Services

- Get in touch with executors named in your loved one's will
- Meet with an accountant to discuss the estate and taxes
- Determine if probate will be required to settle your loved one's estate
 - Collect Letters and Submit Will to Probate Court
- Handle financial and legal documents by contacting:

• Creditors	• Subscriptions
• IRS	• Utilities
• Settling outstanding bills and claims	• Cancel Drivers license and transfer titles
• Canceling services	• Social Security
	• Voter's Registrations
- Notify credit reporting agencies

Final Steps

- Release and divide assets to heirs & beneficiaries
- Close the estate
- Practice self-care and allow yourself time to grieve

Notes Section
