

Funeral Arrangement Guide:

Throughout this process there will be many questions that come to mind; please write them down and ask the funeral director during the arrangement conference. Not all of the following questions pertain to every family in every situation, but nevertheless it will help you organize your thoughts for the decisions that have to be made.

Please bring these items/information with you to the funeral home at the time of arrangements:

- Recent Picture(s)
- Full set of clothing (this includes undergarments, socks, shoes are optional)
- Glasses and/or Jewelry (if appropriate)
- Total number of death certificates needed
- If a Veteran, please bring discharge (DD-214) papers

Please complete the information below; this is used to complete the death certificate:

Name: First _____ Middle _____ Last _____

SS# _____

Address _____

Township _____ County _____ State _____

Date of Birth _____ Location of Birth (City/State) _____

Father's Name _____

Mother's Name (Including Maiden) _____

Highest level of education completed: ____ High School ____ Number of College Years

Marital Status: ___ Married ___ Divorced ___ Widowed ___ Never Married

If Ever Married: Date _____ Location/Church _____

Occupation before retirement: _____

Veteran: ___ Yes ___ No *Native-American ___ Yes ___ No, if yes what Tribe _____

Name of Cemetery _____ Location _____

Family Contact Person _____ Relationship _____

Address _____

SS# _____

Home Phone _____ Cell Phone _____

Important Things to Think About for Visitation and Funeral/Memorial Service:

- Location (Funeral Home, Church, Cemetery or Combination)
- Clergy (if your family doesn't have one, funeral home will help arrange to have someone)
- Eulogy
- Luncheon (church or restaurant, how many should we prepare for?)
- Pallbearers (6 is common)
- Military Honors
- Monument/Final Dates Inscription Needed
- Flowers

Personalization

- Gather pictures for collage boards or tribute video (boards, tacks and easels furnished by funeral home)
- Memorabilia such as: golf clubs, fishing pole, tackle boxes, quilts, gardening tools, hats, etc.
- Personal Music: this music can be used for visitation at the Funeral Home or incorporated into the service itself

Obituary:

- What papers do you want it displayed in?
- Include a picture?
- Most paper's charge according to the length of the obituary
- Personal history info: date and place of marriage, education, occupational history, military involvement, organizations, interests, hobbies, etc.
- Names of survivors and where they live
- Names of family members who have passed away
- Information regarding a Memorial Fund if one is to be established

Please begin composing a list of the above information; this will help us be able to put together a more personal and informative obituary. If you have access to the internet, please email an outline to the funeral home at mike@crawfordfh.com before the arrangement conference, this will allow us time to put together a rough draft before you arrive.

Thank You for Your Trust,
Crawford Funeral and Cremation Service