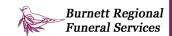
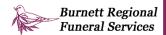
## **Funeral Planning Checklist**

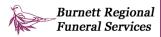


## A death has occurred... now what?

First steps:		
Call a person in authority - doctor, ambulance, police etc		
Call funeral home - <i>Burnett Regional Funeral Services</i> During office hours: (07) 4161 1452  Out of hours: 0428 611 452  Available 24 hours a day, 7 days a week		
Inform other family members		
<u>Initial considerations</u>		
Helpful hint: if the death is expected, you can pre-plan this information		
Burial Cremation		
Have you reserved a burial plot?		
If yes: Cemetery name and address:		
Plot, lot or crypt number:		
If no: Prefered place for burial:		
Religion of service (if any):		
Location of service: Place of worship:		
Cemetary or crematorium chapel		
Private property:		
Public space (park, beach etc):		
Graveside		
If cremation, what will be done with the ashes?		
Scattered (specify where):		
Kept in family home		
Cemetery lawn or rose garden		
Wall niche		



## **Service planning** Would you like a viewing of the body? Yes No What type of funeral service would you like? Single (at one location - eg church) Dual - starts at one location, eg church, and proceeds to graveside or crematorium for the final committal service. Graveside service Direct committal or cremation - no attendance, no service Memorial service - takes place after the body has been cremated/buried Would you like a wake, celebration of life or gathering after the service? Yes - where: No Who will officiate the service? Celebrant Priest, Minister or other clergy Who would you like to be pallbearers? (list 6 if possible) Who will deliver the Eulogy?: Who would you like to deliver readings? What prayers, poems and other readings would you like?



What songs and/or hymns would you like to be played or sung?		
Wou	ıld you prefer condolence flowers or a donation in lieu of flowers?	
	Flowers	
	Charitable donation (name charities)	
Hov	many attendees are you expecting?	
	there any groups, clubs or organisations you would like to be notified and ted to the funeral?	
<u>Oth</u>	ner Tasks	
	Choose photographs for the order of service and/or the PowerPoint presentation	
	Choose flowers - Your Funeral Director will be able to recommend florists	
	Meet with Funeral Director	
	If having a wake/celebration of life/gathering, organise catering	
	Agree order of service with Funeral Director and officiant	
	Agree order of service with Funeral Director and officiant  Decide if you would like newspaper and/or social media announcements - your Funeral Director can assist you with this	

## What to expect at your first meeting with us

During our first meeting with you, we will help you to fill in a range of necessary paperwork and to make decisions about how you would like your loved one to be honoured. Many of the questions we will ask are outlined in this document. We will help you to choose a coffin and answer any questions you might have. On the day of your loved one's burial or cremation, we will register his/her death on your behalf and you will receive the Certificate of Death in the following weeks. We are here to walk alongside you during this difficult time, so please don't hesitate to get in touch with us.