

FUNERAL PRE-ARRANGEMENT DETAILS

Details for the funeral of – Full Name:

Address:

PRELIMINARY DETAILS

I have / have not written a Will – location of Will

(If there is a Will, please treat this document as expanding on the wishes expressed in that Will, with the Will taking legal precedent if relevant).

(2) My next of kin is (name / address / tel. no):

(3) The person arranging the funeral will be:

(If you have a Will, and this person is not the executor, then any executor must agree to the arrangements in this document).

(4) After your death, the person registering your death would find it helpful to have details of your NHS Card and / or NHS Number, details of birth or birth certificate and details of any state pensions and allowances.
Please state where they can be located or who is aware of their location:.....

(To complete your “estate” additional important information will be needed, such as bank details, insurance policies etc. - a list of these can be found at the end of this form).

(5) Do you wish to donate your body to medical science

(If yes, this must be arranged in advance. This form will not be necessary, and you need to discuss the funeral with whoever is using the body.)

FUNERAL DETAILS

(6) Is it your wish to die at home? If so, do you want to have your body retained at home until the funeral

(7) If you should die in hospital or a nursing home, do you want your body to be returned home prior to the funeral? If so, indicate how long for

(8) In most situations, nurses lay out the body. Where it is possible, would you prefer someone else to do this, or perhaps assist. Give name and contact details:

.....

(9) Do you wish your body to be embalmed?
(If you choose woodland / natural burial, embalming may not be accepted.)

(10) What type of coffin do you require?

(If you require an unusual, or artist painted coffin, details of the supplier and design must be arranged)

.....

(11) On the funeral, do you want your body transporting in:-
A standard hearse?..... Other

(If you choose other, and you want a specific vehicle type, leave contact details of the company if possible).....

.....

(12) Do you want a following limousine for the immediate family

(They can use their own vehicles, if preferred).

(13) Bearers – would you prefer family bearers (four – six needed)

or bearers provided by a funeral director

(14) Flowers – do you want to leave wreath and flower choice to mourners

or: do you want family flowers only

or: no flowers

or: other

and / or: donations to

(This must be announced at service).

(15) Obituaries – If you want your death and funeral announced in any publications.
Which publications?

How many entries?

(16) Do you have any special requests, i.e. letter or photo to be placed in coffin, special route for the hearse, jewellery left on your body etc.
.....
.....
.....

THE FUNERAL SERVICE

(17) Do you require a funeral service?
If yes, before going to the crematorium or burial, do you want a service in church, chapel, village hall or other place first? If yes, give details.
.....
.....

(18) What religion / spiritual belief / philosophy will the service be based upon?
.....
.....

(19) Do you have a minister, independent celebrant, humanist officiant or other person in mind to take the service? This can be a friend or relative, if desired:
.....
.....

(20) If you wish to guide those arranging the service, enter the following details:-
Is the service open to all
.....
.....

Any music, hymns during service
.....
Music entering
Music leaving
Any text or poems
Any other details
.....
.....

(21) Do you want an address/eulogy at the service about your life? If so, the text should be enclosed, or the name of who will devise, or give the address.....
.....
.....

(22) Is there any particular person(s) you wish to be invited to the service, who might otherwise be omitted:
.....
.....

(23) Are there any rituals or features you want including in the service?
.....
.....

(Items placed on coffin, photograph displayed in the chapel etc.)

WAKE / GATHERING AFTER FUNERAL

(24) Do you wish for a gathering or wake after the funeral? If so, just for family, or friends as well?

At which location?

(25) Do you wish there to be food and drink? If so, any preference as to how much and what?

(26) Any other requests, such as music, slide show etc?

CREMATION

(27) After cremation, where would you like your cremated remains placing?

(28) If an urn or casket is required, do you require a specific type?

BURIAL

(29) Your preferred place of burial

If an existing grave, location of deeds

If a new grave, grave type

(30) Do you have a specific memorial in mind

If yes, are you sure this is permitted on the above grave

Name of any mason/supplier you have identified to supply and/or fix the memorial

SUBSEQUENT MEMORIAL SERVICE

(28) If you require a memorial service, or some sort of gathering, do you have any particular wishes as to where or how long after the funeral?

.....

.....

.....

.....

COMMEMORATION

(29) If you require a form of commemoration after your death, please state

.....

.....

(This may include a grave memorial, Book of Remembrance, etc. or may extend to a donation, endowment, gift to parish or church, or the planting of a tree. If the information is given in a Will or is confidential, there is no need to give details).

LAST WISHES

(30) Is there any last wish, or words unsaid you wish to say now

.....

.....

or perhaps you wish to leave a letter. State location

.....

.....

and to whom addressed

.....

Any particular sections that I have left unanswered, I leave to the discretion of my family / the person arranging the funeral.

These are my Advance Funeral Wishes, I hope that those people who are responsible for my funeral are, as far as possible, able to carry them out.

Signed by:

Full Name : Date:

Witness : Date:

The following items will be required by the executor or your family to complete your estate. If you live alone, it will be useful to state where they are located:-

Marriage certificate / bank account details / credit cards / hire purchase agreements / mortgage and home insurance details / rent books / gas, electricity, water and telephone account details / life insurance / car details / share certificate details / premium bonds / pension details / details of doctor, solicitor, accountant, stockbroker, employer / full home address / last occupation / full name and occupation of spouse / maiden name if married woman.