

Check List

This is a time when it is difficult to remember things. The following is a list of some of the things that will need to be done, some of which friends or loved ones can help you with:

- Designate one or two family members or friends to be contact person. (To be a liaison between family members and their community of friends and acquaintances.)
- Make a list and multiple copies of phone numbers, e-mail addresses, fax numbers, mailing addresses for immediate family and friends to facilitate communication.
- Decisions about funeral arrangements, burial, cremation.
(List of funeral homes are included in this packet.)
- Call newspaper(s) for obituary.
- Phone calls to make (it may be helpful to look through address books, business cards, e-mail addresses, Christmas card lists):

- Friends
- Neighbors
- Employers
- Childcare provider
- Gym and clubs (for example, service clubs, athletic)
- Religious affiliations

- Possible appointments to cancel (looking through appointment book or calendar might help):

- Hair and nail salons
- Doctor
- Dentist
- Vet/pet groomer
- Auto repair shop
- Other business professionals

- Food/Household supplies: With so many people visiting, the need for food, paper products, etc. is greatly increased. It is helpful to designate 1-2 people responsible for storage of perishable food brought in by friends.
- Social Security Benefits/Financial obligations: (Information regarding these is included in this packet)

Notes

Contact Person(s):

Name _____ Phone _____

Name _____ Phone _____

Contacts of immediate family and friends:

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Decisions about funeral arrangements: _____

Call newspaper(s) for obituary. _____

* Death certificates: When making funeral arrangements it is recommended to order multiple certificates. (Cost is \$10.00 each). You will need a death certificate for any loans, credit cards, life insurance, pension or retirement funds, as well as social security.

Maricopa County Medical Examiner: 602-506-3322

Phone calls to make:

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Appointments to cancel: _____

Contact person(s) for food/household supplies: _____

Social Security Benefits: (1-800-772-1213) _____

Contact Name _____ Phone + ext. _____

Contact Name _____ Phone + ext. _____

Veterans Benefit Information: (1-800-827-1000) _____

Financial obligations: (Loans, Credit Cards, etc.) _____

Police or DPS officers: _____

Contact Name _____ Phone + ext. _____

Contact Name _____ Phone + ext. _____

Notes _____

