

When I Die



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**Help with making the arrangements
that follow someone's death**

This booklet has been compiled to help you let other people know what you want to happen after you die.

Family and friends are often left wondering what their loved one would have wanted when they are no longer there to ask. These pages provide you with somewhere to record your wishes so that they can plan your funeral and make other decisions with much greater peace of mind. This information also enables the funeral that takes place to reflect your own personal preferences rather than those of the people responsible for making the arrangements.

You may also want to tell those concerned where your various papers and important documents can be found. This will make the process of registering your death and informing the appropriate agencies and government departments who hold your personal information much more straightforward.

This booklet not only prompts you to take the time to carefully consider what you would like but also makes it easier to discuss your wishes with your family and those closest to you, regardless of how long in advance of your death it might be.

When you have completed this document, one copy could go to the person whom you have asked to look after your affairs and one placed with your papers, where it can be easily found. You may also wish to lodge a copy with a member of your family or a close friend.

You may wish to review the information you have provided every so often to ensure it reflects your current wishes.

This document has been completed by me

..... (your name)

in the hope that it will assist and be used by those I have left behind.

Your signature

Your name

Your address

.....

.....

.....

.....

Dated

Additional notes on any of the previous questions:

Telling other people

Who are your next of kin? Include both names and addresses.

Are there particular people you want to ensure are notified of your death? Include both names and addresses.

Would you like a formal newspaper announcement to be made of your death? If so, which publication(s) would you like it to be in?

Your remains

Do you have a particular firm of Funeral Directors who you would prefer to be used? If so, which one?

Are you a member of a pre-paid funeral scheme? If you are, where are the papers?

Do you wish that your body should be cremated? If so, which crematorium would you prefer?

And do you wish that your ashes be scattered, and if so where?

Or interred, and if so where?

Do you wish that your body should be buried. If so, in which graveyard or cemetery?

Is there a family grave or cemetery plot? If so, where are the papers?

What were the significant events in your life (include the sad times as well as the happy ones)?

What were the things that helped you in life (what place did faith play, what was your attitude to life, what did you learn which helped you)?

How did you spend your leisure time (clubs, hobbies etc.)?

Do you wish to have a service in church? If so, which one?

Or would you prefer a service in the crematorium or cemetery chapel?

What did you enjoy doing most?

If you would like a service in church, would you prefer this to be before the cremation or burial, or in the form of a service of celebration and thanksgiving following the cremation or burial?

Would you like flowers at your funeral? If so, should they be for anyone to give or for family only?

What were your favourite things?

If people wish to make donations to a charity in your memory, where would you like such donations to go?

Your funeral service

Your service should remind your loved ones of things which have been important to you through your life.

Are there any hymns you would like to be sung? (If there are alternative tunes specify which one).

Do you have specific Bible readings you would like to be read or anyone in mind to be a reader?

Is there a particular poem you would like to be read or song played or sung? If so, what and by whom?

Where did you go to school or college?

What training did you do?

What were your places of work (give approximate dates)?

Did you get married or have children (include details)?

Your life

At funeral services the minister, celebrant or another speaker will tell the congregation about the life of the person they are remembering. Writing down the important details of your life which they will naturally want to include will make this much easier for them. Even if everything you write is not used at the service, your family and friends will be glad to read it. They may even discover some things they didn't know!

What is your date and place of birth?

What are the names of your parents?

Did you have any brothers and sisters?

Who were the other significant members of your family?

What homes did you live in (give approximate dates)?

Have you any appropriate pieces of music that you would like to be played at the beginning or end of the service? If so, what are they?

Have you any preference for who would lead the service?

Is there anyone else you would like to speak?

Is there anything else in particular that you would like to be included in the service?

Your possessions

Where are your important documents kept?

- o birth and marriage (if applicable) certificates
- o house deeds
- o bank details (current account, savings account, credit cards)
- o tax records
- o insurance policies
- o pension details
- o investment papers
- o details of any loans which may be outstanding

Where is / are your

- o National Insurance and NHS numbers
- o Passcodes for website access (e.g. internet banking, utilities etc)
- o Address book

Has anyone been given power of attorney to deal with your affairs. If so, who?

Have you made a will? If so, where is it?

Who is/are your Executor(s)?

Are there any small items (e.g. jewellery, ornaments, clothes) not included in your will which you would like to go to a particular person or persons? It is worth letting them and your family know at this stage so that later misunderstandings are avoided.

If you have not made a will, it is well worth doing so as soon as possible. You may not have much to leave, but having a will avoids difficulties that would otherwise arise for those people sorting out your affairs.