

125 Things That Must Be Done On the Most Difficult Day of Your Life

The following is a detailed list of the **125 things** that must immediately be taken care of following death.

(Bold items indicate details that can be planned, arranged and / or paid for before the time of need)

A. SECURE VITAL STATISTICS

(REQUIRED FOR DOCUMENTS)

1. Full legal name, complete address, telephone number and email
2. Religious name (if any)
3. Date of birth
4. Place of birth
5. Marital Status
6. Name of spouse (if married)
7. Spouse's maiden name (if wife)
8. Educational attainment
9. Citizenship (US/Canadian/Mexican)
10. Father's name
11. Father's birthplace
12. Mother's name and maiden name
13. Mother's birthplace
14. Number and full names and addresses of all children / grandchildren / great grandchildren
15. Social Security number
16. Veteran's Serial/Service number
17. Date & place of service, date of discharge
18. How long at current residence/former residence(s)
19. Occupation, job title, nature of work & employment history
20. Location of work place, telephone number and email
21. Family origin

B. PAY SOME OR ALL OF THE FOLLOWING

22. *Estate/Inheritance taxes*
23. **Funeral expenses**
24. **Purchase of family burial estate, mausoleum crypt, cremation niche**
25. **Family burial estate, mausoleum crypt, cremation niche opening and closing costs**
26. **Permanent memorialization**
27. **Monument / Marker engraving**
28. **Funeral Director**
29. **Clergy**
30. **Organist and vocalist**
31. **Florist**
32. **Obituary**
33. **Clothing**
34. *Long distance telephone or wire service*
35. **Food**
36. *Transportation*
37. *Doctors*
38. *Nurses*
39. *Medical practitioners*
40. *Ambulance*
41. *Hospital/Nursing Home*
42. *Medications & drugs*

43. *Current & urgent bills (mortgage/rent, taxes, installment payments, etc.)*

C. COLLECT DOCUMENTS AND PAPERWORK

44. **Will (check will regarding special wishes)**
45. **Prepare legal papers, certificates and permits**
46. **Birth Certificate/legal proof of age**
47. **Citizenship papers**
48. **Social Security card or number**
49. **Marriage license**
50. **Veteran's discharge certificate**
51. **Submit insurance policies (life, health, accident, property, auto) and government forms**
52. **Disability claims**
53. **Bank books and listing of accounts**
54. **Other financial accounts**
55. **Property deeds**
56. **Cemetery deed or proof of ownership**
57. **Auto titles or bill of sale**
58. **Income tax returns, receipts & cancelled checks**

D. DECIDE AND ARRANGE WITHIN A FEW HOURS

59. **Make Cemetery arrangements**
60. **Secure interment space and get exact location of burial/disposition.**
61. **Arrange for opening and closing of the grave / mausoleum / niche space**
62. **Secure endowment care**
63. **Arrange graveside committal service**
64. **Secure use of cemetery chapel for committal prayers**
65. **Decide on embalming and other preparation of deceased**
66. **Choose restorative art**
67. **Funeral Home preference**
68. **Location of funeral service**
69. **Service type (religious, fraternal, military, etc.)**
70. **Time and place for visitation and funeral service**
71. **Arrange for special religious services**
72. **Provide information for eulogy**
73. **Select casket (open or closed?)**
74. **Select outer burial container and/or burial vault**
75. **Select urn / niche space (if cremation)**
76. **Provide vital statistics about deceased for newspaper**
77. **Clothing for deceased**
78. **Jewelry and glasses for deceased**
79. **Select cosmetology and hairdressing for deceased**

- 80. Selection of scripture & readings (poems, etc.)
- 81. Clergy to officiate
- 82. Marking of grave (either temporary or permanent)
- 83. Select memorial marker/monument setting and inscription.
- 84. Select charitable contributions for memorials in memory of deceased
- 85. Register book, memorial/prayer cards
- 86. Select pallbearers
- 87. Floral arrangements and transportation before and after services
- 88. Select music
- 89. Organist / Pianist / Vocalist
- 90. Arrange for funeral coach
- 91. Arrange limousine for family and pallbearers
- 92. Arrange funeral car list for family and guests
- 93. Clothing for you and minor children
- 94. Decide who will look after minor children and/or pets
- 95. *House cleaning*
- 96. *Extra chairs*
- 97. *Transportation for family & guests*
- 98. *Reviewing & signing all paperwork (i.e. burial permit)*
- 99. *Answering innumerable phone calls, emails, letters and wires*
- 100. **Necessary meetings with funeral director, lawyer, clergy, cemetery**
- 101. *Arrange transportation & lodging for out-of-town guests*
- 102. *Acknowledging those who help in a special way (contributors of flowers, food, donations, etc.)*
- 103. **Decide how many certified copies of death certificate to order**
- 104. **Food for family and out of town relatives and guests**
- 105. **Items for memento display and/or memorial board**
- 106. **Decide on memorial video production, pictures, music, etc.**
- 107. **Arrange for writing thank you notes**

E. PLAN TO NOTIFY AS SOON AS POSSIBLE

- 108. *All family members*
- 109. *All relatives*
- 110. *All friends*
- 111. **Minister and church**
- 112. **Funeral Director**
- 113. **Pallbearers**
- 114. **Cemetery**
- 115. *Doctor*
- 116. **Employer of deceased**
- 117. **Employers of relatives not going to work**

- 118. **Organist, musicians, vocalists,**
- 119. **Newspapers regarding notices**
- 120. **Social Security Administration**
- 121. **Veterans Administration**
- 122. **Insurance agents**
- 123. **Religious, fraternal, civic organizations & unions**
- 124. **Attorney, accountant, financial planner & executor of estate**
- 125. **Credit card companies**