

Caring Counts at

PO Box 452, 202 W. River Street
Antwerp, Ohio 45813
419-258-5684
Fax 866-330-3842



5761 SR 500, Payne, Ohio 45880
(PO Box 452, Antwerp, Ohio 45813)
419-263-0000
Fax 866-330-3842

www.dooleyfuneralhome.com
sdooley@dooleyfuneralhome.com

YOUR ARRANGEMENT CONFERENCE

YOUR FIRST STEP - *Gathering Information*

Full Legal Name_____

Current Address_____

Next of Kin Name_____Relationship_____

Address_____Phone_____

Spouse (If wife, provide maiden name)_____Marital Status_____

Birthdate_____Birthplace_____SSN_____

Father's Full Name_____Mother's Full Name (*Maiden*) _____

Education Completed_____Military Branch_____

Usual/Last Occupation_____

Living Children(s) names, their Spouses and their City & State of Residence (Oldest to Youngest)

Living Sibling(s) names, their Spouses and their City & State of Residence (Oldest to Youngest)

Deceased Spouses, Children, Sibling(s) names

_____Number of Grand Children (names optional)

_____Number of Great Grand Children

_____Number of Great Great Grand Children

Pets_____

Parents' Occupations_____

Childhood Interest (stories/details)_____

Teen/Young Adult, Interests & Accomplishments_____

Family Events: vacations/holiday events/greatest day

Activities: Sports/Church/Clubs (include stories)

Favorite Pets, Teams, Music, TV, Books, Unique sayings & quotes

Personality: Describe character, outlook on life, overall theme or legacy, and funny things they did or said... please end with five words that best describe who they were.

PLEASE COMPLETE THE FOLLOWING

Minister Name & Phone_____

Pallbearer Names_____

Preferred Musician/Singers_____

Hair Stylist Name & Phone_____

ITEMS TO BRING TO ARRANGEMENT CONFERENCE

- _____ Photos for Life Story & Video
- _____ Photograph or Snapshot - this helps us in our preparation.
(*This can also be used for newspaper notices*)
- _____ Clothing - This includes underclothes. Clothing must be LONG SLEEVED
and preferably close to the neckline.
- _____ Glasses
- _____ Military Discharge Papers (DD214) for Veterans.
- _____ Life Insurance Policies
- _____ Jewelry (*all jewelry can be returned*)
- _____ Rosary for Catholic Families

LIFE STORY/PHOTO SLIDESHOW/VIDEO GUIDELINES

- Up to 15 photos for Life Story Folder
- Up to 100 Photos for video
- Paper Photos or Digital JPEG Files
- Please remove photos from frames.
- You will receive a web link via text or email to upload digital photos.

Please feel free to email this information to:
sdooley@dooleyfuneralhome.com

FUNERAL DIRECTOR WILL COMPLETE WITH YOU

Visitation_____

Ceremony _____

Cemetery Name & Location_____

Memorial Contributions _____

Flowers to Order_____

of Death Certificates_____

Newspaper Notices _____

Memorial Stationary_____

Video of up to 100 Photos_____

Music Selections _____

Items for Display_____

Meal After Ceremony _____

Casket Selection_____

Vault Selection_____

Urn Selection_____
