Park Memorial Funeral Arrangement Checklist Park Memorial Lucal House Communication Co



Vital Statistics information required to register a death in Alberta

| Full Legal Name of the Deceased (include maiden name if dece | eased is female): | |
|---|--|-----------|
| | | |
| Residence Address at the time of death: | | |
| | | |
| Date of Birth: | Place of Birth: | |
| | | |
| Social Insurance Number: | Provincial Health Number: | Province: |
| | | |
| Was the deceased on AISH or Social Assistance (Albe | erta Works)? | |
| Marital Status: ☐ Married ☐ Single ☐ Divorced | d □ Widowed □ Common law | |
| Full Legal Name of spouse if married, widowed, divorced, comm | mon-law, or separated (including maiden name): | |
| | | |
| Full Legal Name of Father: | Father's birthplace: | |
| | | |
| Full Legal Name of Mother (including maiden name): | Mother's birthplace: | |
| | | |
| Occupation of the deceased during working life: (ex. Accounta | ant) | |
| | | |
| In which industry?: (ex. Financial, Retail) | | |
| | | |
| Is there a Will? Who is the executor? If there is an executor, they arrangements. (If they cannot be present, they must write a let | | ıneral |
| Name and address of Executor(s) or legal next of kin: | | |
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In an effort to make the process easier, we have prepared this list to help you keep track what you need to bring to Park Memorial for the arrangement. Please read through the entire list keeping in mind what portions of this list will pertain to your service.

What to bring to the arrangement:

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| To register the passing of your loved one, please fill out the information on the opposite page and bring this form with you. |
| ☐ A birth certificate, drivers license plus any other form of I.D. |
| ☐ Prearranged Contract Please bring all papers associated with the Park Memorial prearranged contract. |
| ☐ A photograph to appear in the obituary, website and on the memorial cards. Photos need to be a high-resolution, clear and an unobstructed image of the deceased. Hi-res Digital or professional prints preferred |
| ☐ Details for an obituary. It is helpful to compile a list of family members and any clubs, associations or fraternal organizations that your loved one belonged to. |
| □ Clothing for your loved one to be dressed in prior to burial or cremation. The clothing should have long opaque sleeves and a high neckline. Please include undergarments. Shoes are optional. |
| ☐ A recent photograph for hairstyling and make-up purposes (can be the same photograph used for the obituary and memorial cards) |
| ☐ A list of pallbearers and honorary pallbearers |
| ☐ Name and contact information of officiating clergy (if applicable) |
| *If you do not have all of this information when you come for your appointment, please do not be concerned, you can always supply us with the information in the days following the arrangements |
| Following the arrangement, you may need to: |
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| ☐ Visit a florist to order flowers if you haven't done so already |
| ☐ Meet with clergy |
| ☐ Arrange for reception and/or catering if you have not already done so |
| ☐ Choose musical selections for the service if desired |
| □ Assemble a video presentation if desired. If the video is going to be played in our facilities please have thee file or disk to us at least 24 hours prior to the service on a DVD or USB flash drive. We also offer a Vide Creation service to create a video presentation for those that do not have the equipment to do create one themselves. <i>Please note that we are unable to play PowerPoint files</i> . |