



What to Expect and Things to Gather

We know this can be an incredibly confusing and difficult time. The following is information we hope will be helpful.

What to Expect

- *A funeral director will call you to schedule a time for those responsible for making arrangements to come to the funeral home. **Please do not come to the funeral home without an appointment.** You are welcome to call before you hear from us to make an appointment. Please call (405) 372-5550.*

Before confirming any service times or details, please consult with your Funeral Director.

- *Generally speaking, only those making arrangement decisions need to come to the Funeral Home, although everyone is welcome. Please leave young children or those who may be ill at home.*
- *Please note the following checklists of information and items to gather before coming to the funeral home. If you need more time, feel free to call us to reschedule your appointment.*

What to Gather

- *Obituary and surviving family information for web site and newspaper. You may e-mail this information to us at strodefh@aol.com.*
- *A complete set of clothing, including undergarments, whether burial or cremation is chosen. Please include glasses, dentures, etc.*
- *A photo for the web site and up to 40 photos for a tribute video.*
- *Life insurance and beneficiary information if using to pay for expenses.*
- *A list of any questions or concerns.*

Statistical Information Needed

Most of the following is needed for the death certificate.

- *Full Legal Name*
- *Social Security Number*
- *Military Discharge Papers-Form DD-214*
- *Father's Full Name and Mother's Full Maiden Name*
- *Decedent's Birth Date and Birth City/State*
- *One or Two-Word Description of Occupation While Working*
- *Contact Information of Person Responsible for Making Arrangements*
- *Confirm Time of Death and Physician*
- *Cemetery Property Information, including Property Owner*

Death Certificates

We will take care of ordering death certificates. Generally, it takes about three weeks to get certified/legal copies. Each copy costs \$15, with a one-time \$9 filing fee. The certificates are mailed to the funeral home for family pick-up.

Following is a checklist to help you determine the number of death certificates to order. Most entities need a certified copy, but may return it to you after they have made a copy. We can always order more certified copies if you run low.

_____ *Life Insurance* _____ *Banks/Credit Unions* _____ *Filing Taxes*

_____ *Attorney/Wills/Trusts* _____ *Transferring Titles/Real Estate/Autos*

_____ *Obtaining Employer Death Benefits/Survivor Benefits* _____ *Family*

Obituary Information

We will assist you in composing and submitting obituaries. Please use the following to help you put together obituary information, which you can e-mail to us at strodefh@aol.com. Please also e-mail or bring us a photo of the deceased.

- *Names of Newspapers/Cities for Obituary Submission*

- *Name of Deceased for Print*
- *Age*
- *City of Residence*
- *Day and Date of Death*
- *Place / City of Death*
- *Time / Day / Date of Service*
- *Place of Service*
- *Place of Burial*
- *Date and Place of Birth*
- *Father's Name*
- *Mother's Name*
- *Towns Lived In*
- *Marriage(s)/ To Whom (Include Maiden Name)/When /Where*
- *Education and Degrees*
- *Occupation(s)*
- *Military Service*
- *Church Membership*
- *Professional and Civic Organizations*
- *Hobbies / Pastimes / Travel*
- *Preceded in Death By*
- *Surviving Family Members*
- *Pallbearers/ Honorary Pallbearers*
- *Memorial Contributions*
- *Notes of Thanks*

Most newspapers charge by the word or line. An average cost for the Stillwater NewsPress is \$250-300; Daily Oklahoman \$500-700; Tulsa World \$900-\$1200. The final cost will be determined after a quote is given from the publication.

We will post the obituary on our website along with service information.