

Important Information

ONLINE GUESTBOOK

Hayworth-Miller maintains a website on the internet at www.hayworth-miller.com through which friends and relatives may view and leave condolences or messages for the family. Messages may be sent or viewed by clicking on the name of the deceased under the obituaries tab. To the left of the obituary there are buttons where you can select to Sign Guestbook, View Guestbook and Print Guestbook. If the family will provide us with an email, a notification can be emailed when entries have been submitted to the guestbook. Please let your funeral director know if you do not want this service.

In addition to our guestbook, the *Winston-Salem Journal* also maintains an online guestbook where family and friends can view and leave messages. To access this site, go to www.journalnow.com. Click on "Obituaries" and follow the links. The *Journal* online guestbook is available for 30 days following the publication of the paid obituary, unless someone pays to sponsor it for a longer period.

DEATH CERTIFICATES

After the attending physician has completed the death certificate it will be filed with the local Health Department in the county where death occurred. After review, the Health Department will register the death certificate with the county, and it will be sent electronically to the state. Once the state has registered the death certificate, the register of deeds will have access to order certified copies. Let our funeral home know how many certified copies you need, and we will order them for you. In North Carolina, certified copies are \$10 each. Other states may have different fees.

- **MEDICAL EXAMINER CASES:** In certain instances (homicide, suicide, accident, etc.) the death will be a medical examiner's case. This may result in a delay of several weeks before a death certificate can be obtained. Since legal issues may be involved, the medical examiner may need additional time for lab test or autopsy results.

SOCIAL SECURITY

North Carolina Vital Records implemented the N.C. Database Application for Vital Events (NCDAVE) system to transition from paper to electronic death records. The funeral home will input your loved one's social security number into the death certificate portal. This is an immediate notification of death and number verification with the Social Security Administration. This process normally satisfies the requirement for furnishing them with a copy of the death certificate. There is a one-time payment of \$255 which can be paid to a surviving spouse. The family will still need to contact Social Security at **1-800-772-1213** (weekdays from 7 a.m. to 7 p.m.) to follow up and apply for possible additional benefits.

Important Information

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What Needs to be Done After the Funeral?

- ï Notify all appropriate insurance agencies and obtain claims forms. The funeral home business office can assist you with insurance claims.
- ï The funeral home will file a form SSA-721 with Social Security to notify them of the death. Follow up with a telephone call to inquire about possible survivor benefits.
- ï Determine if any benefits are available from fraternal or union memberships, as well as the Veterans Administration.
- ï Contact utility departments (electric, gas, telephone, water, cable) to change billing and/or discontinue service.
- ï Contact credit card companies. Some credit or charge accounts include insurance to pay off any outstanding balance.
- ï Contact health insurance companies to stop coverage. Some companies have a death benefit rider, so be sure to ask.
- ï Contact banks, brokerage firms and others where the deceased may have accounts, as well as any institution where the deceased had pension or retirement accounts.
- ï Determine outstanding debts, installment payments, etc. to be sure you are aware of any credit obligations of the deceased. Some loans may have credit life insurance coverage to pay off the loan balance.
- ï Obtain the will and contact the executor and the deceased's attorney.
- ï You may need to file a final income tax return for the deceased, as well as an estate income tax return if the estate itself generates any income. Certified copies of the death certificate may be needed.
- ï Additional questions may be answered by contacting the Clerk of Court in the county where the deceased resided.

This list is not intended to be completed and the items listed above may not apply in all cases. You should contact your attorney or financial advisor for specific advice regarding your individual situation.