

The following is a helpful checklist of items to consider and attend to shortly after a loved one has passed.

- Arrange organ donation as authorized by decedent before death.
- Arrange for immediate help as needed with childcare, pet care, plants, care of surviving spouse, if incapacitated, etc.
- Notify relatives, friends, employer, landlord, etc.
- Prepare decedent's obituary for newspaper publication.
- Find and review decedent's expressed funeral and burial wishes.
- Contact funeral director, arrange for cremation or burial and service.
- Order sufficient copies of death certificate (3-6).
- Consider the need for securing decedent's residence and changing locks at residence, and business, if necessary.
- Make sure arrangements are in place for continued utility services, maintenance, security, and casualty (property) insurance.
- Arrange to secure any vehicles or personal possessions and valuables. Make a list and have it witnessed.
- Dispose of perishables.
- Discard all medications in the prescribed manner.
- Notify post office to change mailing address or to hold mail.
- Do not pay decedent's debts until attorney discusses with family or with Personal Representative.
- Collect keys (house, cars, storage, safe deposit box, safe, etc.)
- Locate and organize important documents: trust, will, life insurance policies, fire and casualty insurance policies, deeds, stock certificates, bank statements, tax returns, credit card statements, etc.