

# **SAY FAREWELL YOUR WAY**

## **FUNERAL PLAN**

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PRIVATE AND CONFIDENTIAL

This is \_\_\_\_\_ 's funeral plan.

*Please keep the contents secure.*

Fill out as much information as you can in the following pages. My advice is that you give it to a close member of your family or a friend whom you trust with your affairs and wishes when you can't speak for yourself.

If physically keeping a file then put it somewhere extremely secure. If saved digitally then I suggest a password protection and give this information to someone you trust.

## **BASIC INFORMATION**

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Resident since: \_\_\_\_\_

Citizenship: \_\_\_\_\_

Place of birth: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Social Insurance Number: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employed by: \_\_\_\_\_

Previous occupation (if retired) : \_\_\_\_\_

Marital status: \_\_\_\_\_

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Spouse's maiden name: \_\_\_\_\_

Father's name: \_\_\_\_\_

Father's place of birth: \_\_\_\_\_

Father's date of birth: \_\_\_\_\_

Mother's maiden name: \_\_\_\_\_

Mother's place of birth: \_\_\_\_\_

Mother's date of birth: \_\_\_\_\_

Religious affiliation: \_\_\_\_\_

## **EXTRA INFORMATION**

### **Education**

Primary school: \_\_\_\_\_

Secondary school: \_\_\_\_\_

University / College: \_\_\_\_\_

### **Names of Children**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

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Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

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Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Relatives & Friends to Notify**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

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Email: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

# **LEGAL/FINANCIAL INFORMATION**

Location of Will: \_\_\_\_\_

Executor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Solicitor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

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Accountant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Bank: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Current Account: \_\_\_\_\_

Savings Account: \_\_\_\_\_

Bank: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Current Account: \_\_\_\_\_

Savings Account: \_\_\_\_\_

Bank: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Current Account: \_\_\_\_\_

Savings Account: \_\_\_\_\_

Insurance Advisor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

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Location of insurance policy / ies: \_\_\_\_\_

Beneficiary / ies: \_\_\_\_\_

Financial Advisor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Other Valuables**

Antiques: \_\_\_\_\_

Locations: \_\_\_\_\_

Jewellery: \_\_\_\_\_

Locations: \_\_\_\_\_

**Safe Deposit Box**

Location of Box: \_\_\_\_\_

Box Number: \_\_\_\_\_

Location of Keys: \_\_\_\_\_

## **VALUABLE INFORMATION**

### **Birth Certificates**

Self: \_\_\_\_\_

Spouse: \_\_\_\_\_

Children's: \_\_\_\_\_

Marriage Certificate: \_\_\_\_\_

Property Deeds: \_\_\_\_\_

Mortgages / Loans: \_\_\_\_\_

Income Tax Records: \_\_\_\_\_

### **Benefit Entitlements**

Other: \_\_\_\_\_

# **DIGITAL INFORMATION**

## **Technological assets**

Laptop computer: \_\_\_\_\_

Desktop computer: \_\_\_\_\_

Mobile device(s) : \_\_\_\_\_

Music device(s) : \_\_\_\_\_

Mobile phone(s) : \_\_\_\_\_

## **Online Accounts**

Email accounts: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_



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Email accounts: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Email accounts: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Email accounts: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

**Social Media Accounts**

Facebook

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Twitter

Username: \_\_\_\_\_

Password: \_\_\_\_\_

LinkedIn

Username: \_\_\_\_\_

Password: \_\_\_\_\_

YouTube

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Flickr/Pinterest

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Blog

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Snapchat

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Instagram

Username: \_\_\_\_\_

Password: \_\_\_\_\_

**Business online**

Website: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Website: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Website: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

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Amazon

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Website: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Website Hosting account: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Domain name: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

## **THE PRE-PLAN**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Next-of-kin: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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Solicitor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Will made: Y / N

*(If there is a Will, please treat this document as expanding on the wishes expressed in that Will, with the Will taking precedence where relevant)*

Religion: \_\_\_\_\_

**Burial / Cremation**

Ceremony Location: \_\_\_\_\_

Casket Choice: \_\_\_\_\_

Location of Remains: \_\_\_\_\_

Clothing: \_\_\_\_\_

Organ Donation: Y / N

Organs: \_\_\_\_\_

Undertaker preference: \_\_\_\_\_

Removal Ceremony Y / N

Requests: \_\_\_\_\_

Transport: Limo / Motorcycle / Carriage / Other

Flowers / Charitable Donation

Love: \_\_\_\_\_

Hate: \_\_\_\_\_



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Music Y / N

Instrumental / Current / Hymn / Vocalist / Other

Requests: \_\_\_\_\_

Celebrant: \_\_\_\_\_

Pallbearers: \_\_\_\_\_

Eulogies Y / N

Preferred speakers: \_\_\_\_\_

Preferred words: Quote / Poem / Speech / Song

Requested: \_\_\_\_\_

Prayers Y / N

Preferred speakers: \_\_\_\_\_

Requested prayers: \_\_\_\_\_

Offerings: \_\_\_\_\_

Requested in casket: \_\_\_\_\_

Order of service Y / N

Quote / Joke / Anecdote / Words

Requested: \_\_\_\_\_

Pictures Y / N

Requested: \_\_\_\_\_

Colour / Black and White

Calligraphy / Print

Card Stock: \_\_\_\_\_

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Memoriam Cards Y / N

Quote / Joke / Anecdote / Words

Requested: \_\_\_\_\_

Picture Y / N

Requested: \_\_\_\_\_

Colour / Black and White

Calligraphy / Print

Card Stock: \_\_\_\_\_

Obituary: \_\_\_\_\_

\_\_\_\_\_

Reception Y / N

Food: \_\_\_\_\_

Sit Down Dinner / Buffet / Sandwiches / No Food

Requested: \_\_\_\_\_

Drink: \_\_\_\_\_

Cocktails / Beer / Wine / Shots / No Drink

Requested: \_\_\_\_\_

Entertainment: \_\_\_\_\_

DJ / Band / Singer / Friends / Set list / Instrumental / Comedy /

No Music

Requested: \_\_\_\_\_

Venue: \_\_\_\_\_

Pub / Hotel / House / Nightclub / Sports Club / Other

Requested: \_\_\_\_\_

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Miscellaneous

Memory Table / book of Condolences / Condolence Tree /  
Favours / Theme of service / Photography on display / Video  
or Photo Slideshow / Burial Clothing / Seating arrangements

Requested: \_\_\_\_\_

Commemoration Y / N

Book of Remembrance / Tree Planting / Church Gift / Donation  
/ Letter to friends and family / Other

Month's Mind Y / N

Service / Get together / Ash scattering / Concert / Charity  
event / Film / Other

Thank you notes sent out for gifts and flowers: Y / N

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# **NOTES SECTION**

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## **ABOUT THE AUTHOR**

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Jennifer Muldowney

Always laughing and full of life when you first meet Jennifer you would never guess she has been in the Funeral Industry for 5 years and is a published author on the subject. Her first book – ‘Say Farewell, Your Way’ is available worldwide and she is highly sought after in the media both in Ireland and the USA. She casts refreshing light on a long-standing taboo – Death. With a background of business, marketing, communications and events, Jennifer has worked with many prestigious global brands throughout her career. Jennifer’s prime goal in life is to encourage open conversation about death, dying, funerals and loss today and to inspire independent individuals to celebrate and take control of the last memory they will leave loved ones.