



MY FUNERAL PLAN

MAKE YOUR WISHES KNOWN

Planning a funeral is something that our family will all have to do at one time or another. It is a heartbreaking and confronting time, having to make decisions without knowing what you truly wanted and how you wanted your life celebrated.

Having your funeral wishes clearly detailed, organised, and available for your family, removes some of the pressure on your family and allows your final wishes to be honoured and carried out. Making your funeral wishes known also allows your family to focus on the important things, like being there for one another, acknowledging and expressing their grief and remembering all the wonderful memories they made with you.

To make this process as easy and simple as possible, we have created My Funeral Plan. My Funeral Plan walks you through the process of planning your funeral wishes and gives you the opportunity to define how you want your life celebrated.

Combined with a prepaid funeral bond, you can alleviate all the stress factors associated with planning a funeral and have complete control of how you say goodbye.

Once you have completed My Funeral Plan, simply drop into our office and we will securely store it on file, along with details of your funeral financial arrangements, and will provide the executor of your estate with a copy of your funeral plan for their records. We will take care of everything when the time comes and be there for your family when it's time to say goodbye.

If you would like some support from one of our family to complete My Funeral Plan or to arrange a legal will kit, please feel free to call us on 1300 043 522 or pop into our office and we would be more than happy to assist you.

PERSONAL DETAILS

Title: _____ Surname: _____ Given Names: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Phone Number: _____ Email: _____

Place of Birth: _____ Date of Birth: _____

Occupation (if retired, your former occupation): _____

Father’s Full Name: _____ Occupation: _____

Mother’s Full (Maiden) Name: _____ Occupation: _____

Marital Status (please circle): Single / Married / Divorced / Separated / Widowed

Your Spouse’s Full Name: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Phone Number: _____ Email: _____

Year Married: _____ Year Divorced/Widowed: _____

Children - (Please record your children’s full names and dates of birth below. If you require additional space, please attach a separate piece of paper.)

Child 1: _____

Child 2: _____

Child 3: _____

Child 4: _____

Child 5: _____

Your Next of Kin/Executor: _____ Relationship: _____

Postal Address: _____

Phone Number: _____ Email: _____

MY FUNERAL DETAILS

I would like:

☐ A burial service (please nominate cemetery and burial plot if pre-purchased): _____

☐ A cremation service (please nominate crematorium): _____

I would like my ashes: ☐ Placed in an Urn ☐ Interred at the Crematorium ☐ Scattered

I would like my service at:

☐ My church (please nominate) _____

☐ A Funeral Chapel (please nominate) _____

☐ Another Location (please nominate) _____

I would like my service conducted by:

☐ A Minister of Religion (please nominate) _____

☐ A Celebrant (please nominate) _____

☐ Another person (please nominate) _____

The flowers I would like for my funeral are: _____

My Coffin Casket choice is: _____

I would like to be dressed in: _____

Viewing

☐ I do not wish for my body to be viewed.

☐ I would like to have a viewing for family only.

☐ I would like to have a viewing for anyone who wishes to do so.

The songs that I want played at my funeral service are:

Commencement Song: _____ Artist: _____

Reflection / DVD Life Tribute: _____ Artist: _____

Completion Song: _____ Artist: _____

Extra Song: _____ Artist: _____

MY FUNERAL DETAILS

I would like my Eulogy to be read by:

- ☐ Family member (please nominate): _____
- ☐ Celebrant or Clergy
- ☐ Friend (please nominate): _____
- ☐ I do not wish for a Eulogy to be read.

I would like the following people to speak at my funeral service:

- ☐ Family member (please nominate): _____
- ☐ Friend (please nominate): _____
- ☐ I would like to offer the opportunity for people in attendance to speak if they wish to do so.
- ☐ I do not wish for anyone to speak at my funeral service.

Other Requests (please list any additional requests not covered in the information above):

FINANCIAL ARRANGEMENTS

FUNERAL INSURANCE OR FUNERAL BOND

I have prepared a Funeral Insurance or Funeral Bond to cover the cost of my funeral arrangements. The details are as follows:

☐ Funeral Insurance ☐ Funeral Bond ☐ Arrangement Only

My Funeral Insurance or Funeral Bond is held with (company name)

My insurance or Bond number is _____ The Value is _____

My policy or bond is currently stored at _____

We recommend that you keep a copy of your Funeral Bond with your funeral plan and funeral arrangements. This will ensure your family has access to the documents at the time they require them.

Important notes about Funeral insurance and Bonds.

A Funeral Bond is designated to a particular Funeral Provider and is not transferrable.

Authorisation

The above arrangements are my wishes to be carried out at the time of my funeral service and are current as at the date below:

Signed: _____ Date: _____

Witness: _____ Date: _____

Funeral Director: _____ Date: _____

When you return your Funeral Plan to us, we will securely store it on file, along with details of your funeral financial arrangements, and will provide the executor of your estate with a copy of your funeral plan for their records. We will take care of everything when the time comes and be there for your family when it's time to say goodbye. If you would like to speak to one of our Funeral Directors about pre-arranging and pre-paying for your funeral service at today's cost's, please feel free to drop in to our office and discuss the options available to you and your family.

If you would like to make changes to My Funeral Plan, please feel free to drop into our office or call us on 1300 043 522 at any time. It is important to keep this document up to date and to keep a copy with your Legal Will.

WHO TO NOTIFY

The following is a list of the recommended services that you may need to notify at the time of a loved one's passing.

Australian Taxation Office 132 865

Banks/Credit Unions

Centrelink 132 300

Child Support Services 131 272

Clubs (e.g. RSL, Lions, Rotary)

Credit Card and Hire Purchase

Dept. of Veterans Affairs 133 254

Australian Electoral Commission 132 326

Employers Executor of the Will

Family and Friends

Foreign Pension Authority (If authority details are unknown contact Centrelink's International Services 131 673)

Funeral Bond/Insurance

Vehicle Registration and Licensing

Health Benefits Fund

Health Professionals (doctor, physiotherapist, dentist, podiatrist, optometrist)

Hearing Centre Hospital

Insurance Companies

Landlord/Tenants

Local Council

Medicare Services 132 011

Local Post Office

Preferred Funeral Director

Prepaid Funeral

Professional Bodies
(solicitor, accountant etc.)

Public Services (e.g. library)

Public Trustee

Religious Advisor

Social Worker

Superannuation Funds

Utility Providers
(e.g. Telephone, Electricity, Gas etc)

