

Planning a Funeral Checklist

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1 THE FIRST 48 HOURS

- Get the Medical Certificate of Cause of Death
- Register the death (within 5 days)
- Get the green form (Certificate for Burial or Cremation)
- Contact a funeral director (if using one)

2 KEY DECISIONS

- Burial or cremation?
- What type of service? (funeral, memorial, celebration of life)
- Who will lead the service?
- Where will the service be held?
- Set the date

3 PLANNING THE SERVICE

- Choose the coffin or casket
- Plan the order of service
- Choose the music (entrance, during, exit)
- Arrange readings and tributes
- Decide on the eulogy
- Flowers or donations?
- Plan the transport

4**PRACTICAL ARRANGEMENTS**

- Write the funeral notice or obituary
- Let people know
- Plan the wake or reception
- Choose clothing for your loved one
- Consider a chapel of rest viewing
- Arrange pallbearers
- Think about accessibility

5**FUNERAL COSTS**

- Get written quotes from 2–3 funeral directors
- Check eligibility for Funeral Expenses Payment
- Agree a budget

6**AFTER THE FUNERAL**

- Send thank-you notes
- Use the Tell Us Once service
- Notify banks, pensions, insurance, utilities
- Deal with digital accounts (social media, email, subscriptions)
- Start probate (if needed)
- Look after yourself