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## **DEATH OF A FAMILY MEMBER - TO DO LIST:**

The following is designed to lead you through the funeral planning process:

**Contact close friends and family:** Contact friends & family and ask them to spread the word for you.

**Make burial arrangements:** You may need to purchase a burial plot, space in a mausoleum or plan a cremation. Hopefully the decedent conveyed his or her desire to you during their lifetime or in a written memorandum.

**Write an obituary:** Writing an obituary can be harder than you think on short notice (it is not something you plan to do in advance). If the decedent lived in more than one city, you may want to place an obituary in several local newspapers.

**Plan a reception:** After a funeral and burial service, people often gather to celebrate the life of the deceased. If you plan to hosting the event you will need to have it catered or pot-luck.

**Steps to take for identity protection:** To protect a deceased loved one's identity one should:

1. Get multiple copies of the death certificate because most authorities will need one for their records.
2. Request the deceased's credit reports from each of the three credit bureaus.
3. Request that the credit bureaus suppress the deceased's credit file.
4. Send a copy of the death certificate to all of the deceased's creditors so that additional charges can't be placed against his/her account.

5. Request a benefits statement for review from the Social Security Administration.
6. Cancel the deceased's identification cards including: driver's license, AAA membership, and health insurance.
7. Securely store all documents that contain the Social Security Number of the deceased.
8. Avoid giving too many details about the deceased in public death announcements.
9. Terminate all social media accounts (Facebook, etc.).