

Someday
IS MADE UP OF ALL THOSE "RIGHT NOWS" IN OUR LIFE.



THE CATHOLIC CEMETERIES



OF THE DIOCESE OF JOLIET

— *Life has changed* —
WHEN THE SOMEDAYS TURN TO MEMORIES
OF THE PAST.

THANKFULLY, WE CAN REJOICE AT ALL THE LOVE
THEY SHARED IN THEIR LIFETIME.

The confidential information contained in this document is for:

(First, Middle, Last, Maiden)

*An all too
common story...*

Tom and Eileen had been married for nearly 39 years and had three grown children. Then the unthinkable happened—Eileen developed serious health issues and was gone within six months. As you can imagine, Tom was beside himself and his two daughters had never imagined life without their mom. Suddenly decisions had to be made and made quickly. Scott, the middle child, stepped up to the task but he never would have imagined there was so much to do. You see...Tom and Eileen never really thought this day would come so soon and didn't think of planning ahead.

A person's experiences, relationships, and accomplishments create a unique and compelling legacy for their family. Memories of that person are like ripples in the water. Their love, kindness, and humor influence spouses, children, and grandchildren in an ever-expanding and profound way. Pre-planning is the best way for you to preserve your legacy for your family. It makes your wishes perfectly clear and relieves your loved ones from the burden of making difficult decisions during the most trying times in their lives.

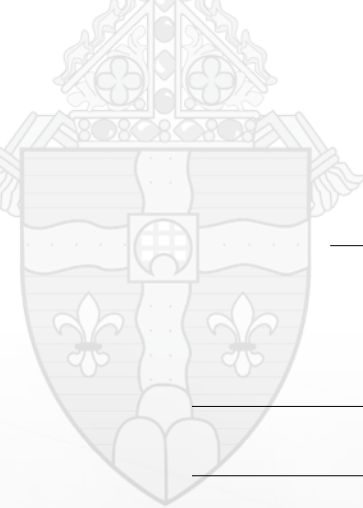
USING THIS BOOKLET

This pre-planning booklet deals thought-fully with the one true inevitability of life, and has been designed to provide you a place to record virtually all of the vital personal and financial data that will one day be needed. By keeping this guide up-to-date you will provide an important ready reference for your family members at a most difficult time. You will also gain the peace of mind in knowing that your loved ones will be guided by your wishes. Many of their questions will have already been answered because of your thoughtfulness.

You can copy the forms that are to be completed so that another person (such as a spouse) can fill them in with their own personal information. A PDF copy of this booklet is available for download at www.dioceseofjoliet.org



Important Documents 12
A Message to Loved Ones 2
Estate Planning (Will) 14
When Someone Dies 4
Insurance & Financial Matters 16-23
Contact Information 6
Funeral / Cemetery Instructions 24-26
Who Can Help? 7
Death Certificate 27
Vital Information 8
Family Medical History 30
The Importance of Planning 11



TO MY LOVED ONE(S)....

A Personal Message

Multiple horizontal lines for writing a personal message.

Signature

Date

PREPARING YOUR CEMETERY ARRANGEMENTS

There are twenty-one Diocesan cemeteries within the Diocese of Joliet, from the stately grounds of Assumption Cemetery in Wheaton; to the countryside of All Saints Cemetery in Bourbonnais; to our newly consecrated (2004) Risen Lord Cemetery in Oswego. Our cemeteries are rich with history, abundant with inspiring works of art, and imbued with serene natural beauty. Each cemetery has its own special features, statuary, and ambiance.

GENERAL OVERVIEW OF BURIAL OPTIONS OFFERED (FINAL DISPOSITION)

Private Estate Mausoleum Customization—Private Estate mausoleum's allow for a family to memorialize and celebrate the legacy of loved ones in the most dignified and esthetic manner. Catholic Cemeteries now has available the opportunity for families to establish a personal and private family estate mausoleum available through your cemetery office.

Communal Mausoleums—For those who prefer an above ground arrangement, we offer various interior climate controlled mausoleum complexes, varying on the cemetery location. Most of our interior mausoleums surround a dedicated functioning chapel that is used for committal services, and special masses. We also offer garden mausoleum crypts, which is an alternative for those families who prefer both an above ground mausoleum arrangement, and the openness of the outdoors. You will find that our garden mausoleum crypts are priced comparable to or sometimes below the average price of an in-ground cemetery arrangement.

Cremation (Niche) Columbarium—Located inside or outside a mausoleum (varies upon cemetery) or in a specific cemetery section, a columbarium (either glass, wood or granite coverings) offer niche spaces that provide a permanent and lasting memorial for cremated urns. Depending on the cemetery location, various types of cremation niche columbaria are available.

Glass Covered Cremation Niche Columbaria—A new addition available for the final disposition of cremated remains. Glass front cremation niches provides you with endless opportunity to visually personalize your niche with a decorative memorial urn, photo and other personal mementos. Personalization is not only engaging but aesthetically pleasing and uniquely reflects a life loved and lived.

Cemetery Ground Burial (Graves)—The in-ground burial options include large family estate lots, multiple space lots, and single grave spaces. The space, depending on the size and location in the cemetery, can be memorialized with magnificent upright custom monuments to elegant flush memorials personalized with meaningful family and religious symbols that can be further enhanced with bronze plaques, statuary, vases, and other distinctive alternatives to the basic designs.

Cremation Garden Burial—A new addition for the final disposition of cremated remains. Typically, cremation gardens are beautifully landscaped areas in a natural setting and accommodate various expressions of memorialization. At the Catholic Cemeteries of the Diocese of Joliet, the garden provides a sanctuary for family members to honor a loved one with a memorial that features beautiful and innovative designs ranging from cored boulders, cored benches; developed with stunning statuary, pillars and bronze on granite flush memorials. These gardens provide a reverent and permanent final resting place for the cremated remains of the body.

Memorial Customization—Catholic Cemeteries makes available the convenience of customizing your memorial needs with us, as one contact point for affordable memorial customization. We make available the customization of a granite flush (lawn level) memorials to an intricate personal upright granite monument. All memorials produced by our cemeteries contributes to our cemeteries perpetual longevity and maintenance of our sacred grounds.

Plan Ahead—By making your burial arrangements ahead of time, you will provide a better environment for your family to mourn your loss and to celebrate your life. Other benefits planning ahead allows for:

- Peace of mind and personal satisfaction, conserves insurance, preferred burial location
- Significant financial savings and price guarantee, allows for interest free payment options

Families who have made burial arrangements with us have expressed their peace of mind in having the opportunity to carefully consider all the options available to them in a thoughtful, considerate and trustful manner. Others felt relieved to eliminate the unnecessary time constraints and financial burdens that accompany decisions made at the time of a loss. By pre-planning your burial arrangements, you will ensure that your wishes will be known and carried out so that your loved ones will not have the stress of second guessing your final disposition wishes.

To learn more about Catholic Cemeteries Diocese of Joliet, please visit online at dioceseofjoliet.org. You will find expanded versions of our burial options provided, along with several photographs of our beautifully maintained cemetery locations.

- Important Documents 12
- A Message to Loved Ones 2
- Estate Planning (Will) 14
- When Someone Dies 4
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Death Certificate 27
- Vital Information 8
- Family Medical History 30
- The Importance of Planning 11

WHEN SOMEONE DIES: WHAT'S NEXT?

The death of a loved one can be one of the most emotional events that a person can experience. When a loved one passes there are many important decisions that must be made, documents that must be quickly located, and numerous family and friends who must be notified. Often, the burial decisions are made without guidance and under extreme stress from grief and uncertainty of the deceased's burial wishes.

The Catholic Cemeteries of the Diocese of Joliet has created this book to provide focus and guidance, giving you a consolidated resource for recording personal information and final wishes that are not always easily conveyed to surviving family members.

PRE-PLANNING / IN ADVANCE OF NEED

Talking about death and dying is often difficult, but discussion and pre-planning can eliminate stress and confusion when the time comes to make funeral arrangements for a loved one.

Funeral and burial arrangements should be discussed openly and frankly. Many people choose to prearrange their own funeral. When a death occurs, there are needs to be met, concerns to be faced, and decisions to be made. It is important that personal wishes be made clear now so that unnecessary confusion and stress can be avoided later.

Some people will wish to preplan and prepay for funeral and cemetery costs. You will find your Catholic Cemetery and funeral home most willing to counsel you on the appropriate arrangements to suite your desires and financial needs.

CATHOLIC CEMETERIES / MISSION & MINISTRY

From the beginning of the church, Catholic Cemeteries have been an important and integral part of the church's beliefs and rites. Catholic Cemeteries exist because of our belief in the resurrection of the body in some new shape or form at the end of time. Conversely, if there were no promise of resurrection and eternal life, there would be no need for Catholic Cemeteries. The Catholic Cemetery has special status as a holy place where ceremonies are held, where people pray in a special way for those buried therein, and where the living finds the consolation of faith in eternal life with God.

THE ROLE OF A FUNERAL DIRECTOR

Many families choose a funeral director who has served them previously, and some will make their preference for these reasons, such as reputation, church affiliation, personal acquaintance, referral, or location.

The funeral director counsels the surviving family, providing information and offering advice with which they can make meaningful decisions. The funeral director then implements these decisions using their professional knowledge and experience.

THE VISITATION (WAKE SERVICE)

The Vigil for the Deceased is the first way that the Catholic Church captures the sentiments of those who are grieving and sets them in the context of our faith. A prayer service with readings selected from the scripture to fit the circumstances of the deceased, a homily that comforts and gives hope, intercessions that speak to the faith of those gathered around the deceased, and prayers selected from the resources found in the Order of Christian Funerals can do a great deal to prepare people to enter into the Christian Spirit of the Funeral Liturgy.

Eulogies are best given at the Vigil Service or at some appropriate time during the wake. While there is a natural desire to say good things about a person who has died, we must always remember that in the context of prayer, it is the working of God's grace in the life of the deceased for which we want to give thanks and praise. Priests and in some parishes, bereavement ministers, are available to assist families in selecting scripture readings and music for funeral liturgies.

THE CATHOLIC FUNERAL LITURGY (MASS)

Catholics bring the body of the deceased to the church. This is where their Christian journey began. In the waters of Baptism, they were joined to Christ who stands victorious over death. This is where they are formed by the Word of God and fed at the Lord's Table. The Eucharist looks forward to our participation in the heavenly banquet, where we are united with Jesus, the saints, and all those who share eternal life.

The Funeral Liturgy is not merely a celebration for the bereaved family. Each time the church celebrates the mass, the church proclaims to the entire world its belief in Christ's death and resurrection. These sacred rites, in turn, shape and form the Christian community, and deepen its convictions. In some extraordinary instances, a simple prayer service is conducted by a priest or deacon in the funeral home environment although the celebration of the mass in church is preferred by the Catholic Church.

THE RITE OF COMITTAL AT THE CATHOLIC CEMETERY

The Rite of Committal in the Order of Christian Funerals is the final act of caring for the body of the deceased member of the church through the use of scripture, a few words of hope by the minister, intercessions and prayers. To have a representative of the church present at this final moment is a great source of consolation to those who will now have to continue their journey in life without their beloved. While a priest may be unable to preside at the Committal Service, a deacon or a trained bereavement minister may represent the church at this final moment.

Because they are the only cemeteries in which the complete ritual and full graces of the church are available, Catholics are ordinarily buried in Catholic Cemeteries. Burial in a Catholic Cemetery is a long-standing sign of the church's reverence for the human body. Appropriately, the grounds and buildings in Catholic Cemeteries are consecrated to receive sacred remains. Burial in a Catholic Cemetery recognizes baptismal commitment and gives witness, even in death, to the faithfulness of the church.

CREMATION AS A CHOICE

The Catholic Church prefers to bury the body of the deceased in consecrated ground. However, for a variety of reasons, some people may prefer to have the body of the deceased cremated before it is buried. This is permissible, as long as there is no intentional denial of the belief in the final resurrection of the body.

The burial or inurnment in a Catholic Cemetery, mausoleum or columbarium should occur as soon as possible after the funeral mass. The cremated remains of the body should not be kept in the funeral home or the family home. Cremated remains are to be given the same respect as the body they were and therefore the Catholic Church does not permit the cremated remains of the body to be scattered.

INFANT FETAL DEATHS

All life is sacred and the remains of infants, fetuses, and stillborns are to be given a reverent Christian burial, preferably in Catholic Cemeteries. Catholic Cemeteries can assist parents and families of fetal deaths with appropriate options. Initially however, the family would need to select a funeral director to assist with arranging the funeral details.

DONATION TO MEDICAL SCIENCE

Catholics may donate their bodies or parts of their bodies to advance medical science. The only limitation is that after the medical study has been completed, some reasonable assurance is made that the remains will be given a proper and reverent disposition by burial or cremation. The family of the donor should arrange to celebrate a memorial mass after the person's death.



CONTACT INFORMATION

Name	Contact Person	Address / Phone
Church		
Priest		
Cemetery		
Funeral Home		
Attorney		
Durable Power of Attorney		
Executor of Estate		
Employer		
Accountant		
Financial Advisor		
Broker		
Personal Banker		
Doctor(s)		
Banquet Facility <small>(for funeral luncheon)</small>		
Preferred Charity		
Preferred Florist		
Beautician / Barber		
Insurance Agents <small>(life, health, etc.)</small>		
Organizations <small>(religious, civic, etc.)</small>		

WHO CAN HELP?

During the difficult time following the death of a loved one, there are a number of people and places of faith that can be of help.

THE *Funeral Director* CAN ASSIST YOU WITH:-

- Transfer loved one from the place of death to the funeral home
- Create funeral ceremony
- Preparation of loved one (embalming, cosmetology, dressing, etc.)
- Create an obituary and place in desired newspaper
- Select a casket
- Select a vault (outer burial container)
- The visitation (wake) day and time
- The funeral service day and time
- Coordinate fraternal organizations and/or military services
- Contact cemetery to schedule or make burial arrangements
- Arrange for flowers, limosine service and funeral luncheon details
- Coordinate pallbearers
- Prepare the death certificate, and secure physicians signature
- Make request for additional certified copies of the death certificate
- Secure required burial permit
- Bereavement programs

THE *Cemetery* CAN ASSIST YOU WITH:

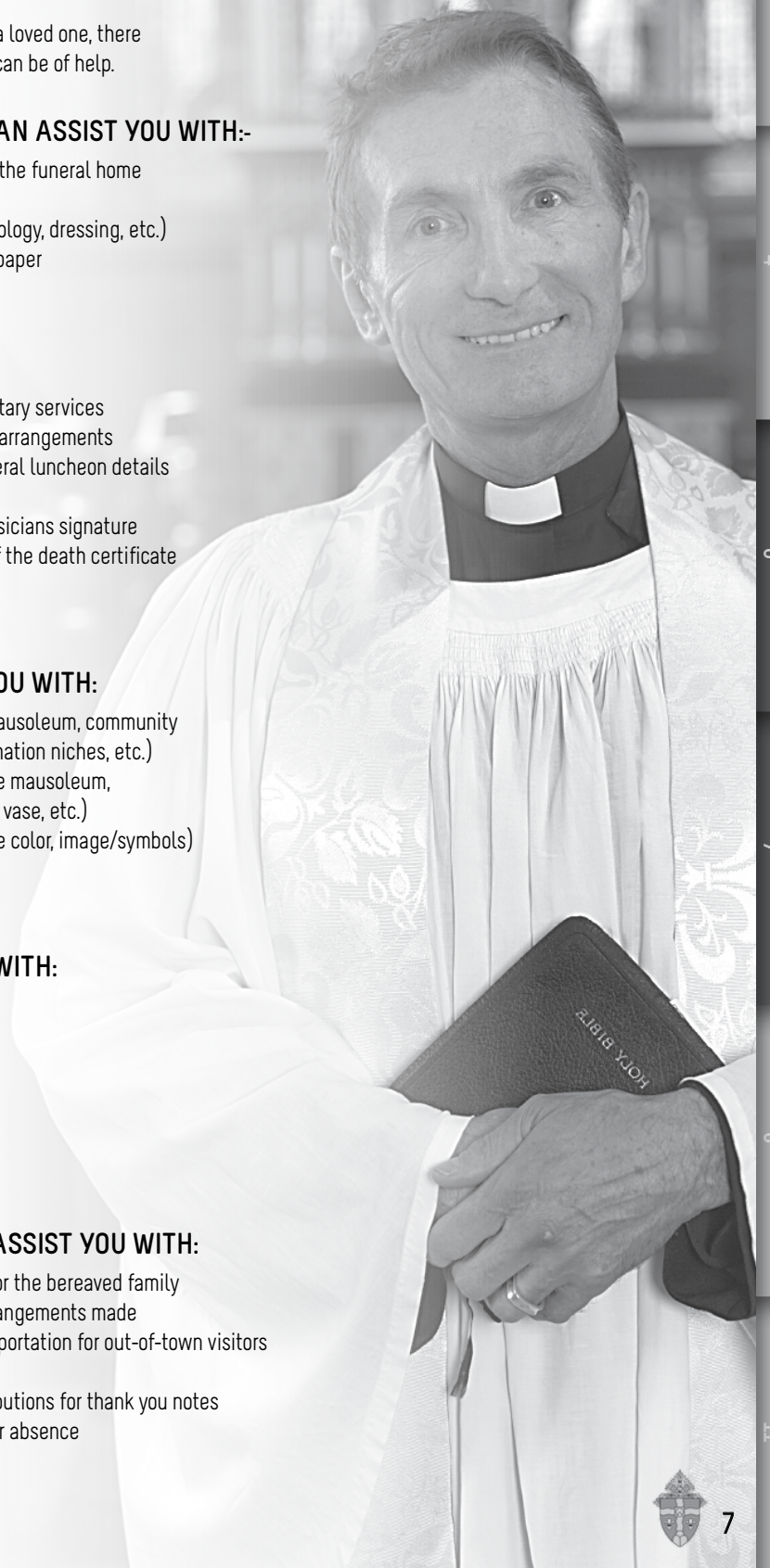
- Selecting the type of burial (private estate mausoleum, community mausoleum/ entombment, ground burial, cremation niches, etc.)
- Selecting the type of memorial (private estate mausoleum, upright monument, flush (flat) marker, bench, vase, etc.)
- Customization of the memorial (shape, granite color, image/symbols)
- Final engraving of existing memorial
- Graveside or chapel burial service

THE *Parish* CAN ASSIST YOU WITH:

- Vigil for the deceased
- Selection of scripture readings
- Selection of music
- The Funeral Liturgy (Mass)
- Rite of Committal at the Catholic Cemetery
- Luncheon details if held at parish facility
- Bereavement counseling/programs

Family & Friends CAN ASSIST YOU WITH:

- Prepare meals and help with transportation for the bereaved family
- Notify friends and family of the death and arrangements made
- Make hotel arrangements and help with transportation for out-of-town visitors
- Watch children and take care of pets
- Record condolence calls and memorial contributions for thank you notes
- Keep a watchful eye on your home during your absence



- Important Documents 12
- A Message to Loved Ones 2
- Estate Planning (Will) 14
- When Someone Dies 4
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Death Certificate 27
- Vital Information 8
- Family Medical History 30
- The Importance of Planning 11



VITAL & HISTORICAL INFORMATION

Much of this information will be required by the funeral director in order to prepare the death certificate, as required by law. Recording it now will avoid delay at the time of making funeral arrangements.

Current Address _____ No. of Years Lived At _____
 Prior Address _____ No. of Years Lived At _____
 Date of Birth _____
 City & State of Birth _____

Gender Male Female

Social Security No. _____
(Or Naturalization No. if not born in the United States)

Marital Status Married Divorced Widowed Single

SPOUSES NAME

(Last, First, Middle, Maiden)
 Social Security No. _____
 Marriage Date _____
 Cit /State of Marriage _____
 Location of Marriage _____
(Church, chapel, etc.)
 Married Presided By _____
 Divorced Date _____

MOTHER'S NAME

(Last, First, Middle, Maiden)
 Date of Birth _____
 City & State of Birth _____

FATHER'S NAME

(Last, First, Middle)
 Date of Birth _____
 City & State of Birth _____

SCHOOLS ATTENDED

Name	Location	Years	Degree(s)
Elementary	_____	_____	_____
High School	_____	_____	_____
College	_____	_____	_____

EMPLOYER(S)

Name	Location	Years	Occupation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

IF VETERAN

Branch of Service _____
(Years, Rank(s), Citations)
 Entrance and Discharge _____
(Dates and Locations)
 DD214 or Serial No. _____
 Wars Fought In _____
 Medals and/or Honors _____

RELIGIOUS ORGANIZATIONS, CIVIC CLUBS, FRATERNITIES, ASSOCIATIONS, ETC.

_____	_____	Years
_____	_____	Years
_____	_____	Years

CIVIC/PUBLIC OFFICE

_____	_____	Years
_____	_____	Years

SPECIAL ACHIEVEMENTS OR RECOGNITIONS

_____	Year
_____	Year

RELIGIOUS AFFILIATION

BAPTISM RECEIVED

_____ Year

- Important Documents 12
- A Message to Loved Ones 2
- Estate Planning (Will) 14
- When Someone Dies 4
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Death Certificate 27
- Vital Information 8
- Family Medical History 30
- The Importance of Planning 11

VITAL & HISTORICAL INFORMATION, CONTINUED

CHILDREN

Name	State of Residence	Phone No.	Soc. Sec. No.

GRANDCHILDREN

Name	State of Residence	Phone No.

BROTHERS & SISTERS

Name	State of Residence	Phone No.

DECISIONS, ARRANGEMENTS, AND THE IMPORTANCE OF PLANNING

Not only are there many decisions to be made with the death of a loved one, but there are also expenditures that need to be arranged for. It is recommended to keep a detailed account of all expenses incurred. That information will be needed for probate, final tax filing, and claims such as veteran's benefits. When monies are received in the deceased name you should check with your legal advisor for official instructions. If you are the executor of the estate it would be a good idea to open a separate checking account to handle the deceased's estate.

THINGS THAT MUST BE DONE

Listed below is a check list for your survivors to help them with the steps to be followed when there is a death in the family. **Most of the essential information is available in this guide, which is why it is important to take the time to complete this planning booklet.** With the time you spend pre-planning, you can be assured that your surviving family will be spared much of this burden and expense.

NOTIFY IMMEDIATELY:

- Persons on Contact Directory
- Relatives and Friends

DECIDE & ARRANGE IMMEDIATELY:

- Select funeral director
- Meet with funeral director
- Select casket
- Select vault
- Arrange for type of service (military, etc.)
- Decide on location of service
- Select clergy to officiate
- Provide information for eulogy
- Select flowers
- Arrange for music and visitation
- Write and provide obituary to newspaper
- Select cemetery
- Meet with cemetery representative
- Purchase burial space
- Purchase memorial
- Purchase additional space for other family members
- Answer calls, messages, and letters
- Obtain addresses for thank you cards
- Arrange for special memorial services
- Check the will for special wishes
- Look after house, children, pets

SECURE VITAL & HISTORICAL INFORMATION:

Note: All of this information is required for the Death Certificate.

- Name, home address, and telephone
- How long in state
- Name of business, address, and telephone
- Occupation and title
- Social Security Number
- Veterans Serial Number
- Date of Birth
- Place of Birth
- U.S. Citizenship
- Father's name
- Father's birthplace
- Mother's maiden name
- Mother's birthplace
- Religious name (if any)

LOCATE THESE DOCUMENTS:

Note: All of this information is required to establish rights for insurance, pension, Social Security, etc.

- Funeral certificate
- Deed to burial property
- Will
- Legal proof of age or birth certificate
- Social Security card or number
- Marriage license
- Citizenship papers
- Insurance policies (life, health, etc.)
- Bank books
- Deeds to property
- Bill of sale of car
- Income tax returns, receipts, checks
- Veterans discharge certificate
- Disability and pension claims

COSTS ASSOCIATED:

Funeral, cemetery, church offering, flowers, musicians, transportation, clothing, attorney, newspaper obituary, legal copies of certificates, funeral luncheon following burial, physician, hospital, current or urgent bills (mortgage, taxes), etc.

- Important Documents 12
- A Message to Loved Ones 2
- When Someone Dies 4
- Estate Planning (Will) 14
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Death Certificate 27
- Vital Information 8
- Family Medical History 30
- The Importance of Planning 11

IMPORTANT DOCUMENTS

Having your personal documents organized and accessible is an important step in estate planning. It is essential that family members know the location of wills, bank accounts, safe deposit box and key(s), and other legal documents.

For most legal documents it would be best to check with your attorney as to where the original should be kept and who should have copies. You need to know in what circumstances 'Originals' are required or when a copy is sufficient. You can also check with the bank where you have a safe deposit box as to what they suggest be stored there.

We suggest that, once you complete this guide, you keep it in a secure but accessible place, for the use of those who will need it. Let a trusted friend or family member know where the exact

WHAT TO KEEP IN YOUR SAFE DEPOSIT BOX:

- Deeds and titles
- Marriage licenses and divorce decrees
- Birth certificates
- Citizenship documents
- Home inventory documentation
- Social Security cards
- Stock certificates
- List of bank accounts, brokerage accounts, certificates of deposit, and credit cards (with account numbers and branch locations).

WHAT TO KEEP AT HOME (i.e. DOCUMENTS THAT CAN BE REPLACED OR NEED TO HAVE 24 HOUR ACCESSIBILITY):

- Funeral and Burial Pre-Arrangements
- Insurance Policies
- Passport
- Wills and Trusts
- Power of Attorney
- Medical Directives (i.e. Living Will)
- Educational Records
- Guarantees
- Appraisals
- Immunization Records
- Tax Returns
- List of Bank Accounts, Brokerage Accounts, Certificates of Deposit, and Credit Cards (with account numbers and branch locations)
- This guide

IMPORTANT NOTES

- When a death occurs, a safety deposit box, held jointly, or in the deceased's sole name, may be sealed until a county, state or bank official can take inventory.
- Your safe deposit box is not accessible when the bank is closed such as evenings, weekends, holidays, etc.
- Maintain a duplicate inventory of documents stored at home and in the safe deposit box.
- If you are keeping documents in a home vault or safe, make sure that someone trusted has access to your home and to your vault/safe should the need arise.

DOCUMENT LOCATER

The information below should help you quickly locate and gather the documents necessary when a death occurs.

(Note: List the actual location of each item.)

Birth Certificate	_____
Marriage License	_____
Divorce papers	_____
Social Security Card	_____
Children's Birth Certificates	_____
Children's Social Security Cards	_____
Citizenship papers	_____
Military papers	_____
Veteran's Discharge papers	_____
Bank Books	_____
Check Books	_____
Employer's Benefits / Insurance	_____
Medical Insurance	_____
Disability Insurance	_____
Life Insurance Policies	_____
Homeowner's Insurance Policies	_____
Health & Accident Insurance	_____
Automobile Insurance Policies	_____
Automobile Title	_____
Deed to Home or other Properties	_____
Other Bills of Sale, Titles	_____
Retirement / Pension Documents	_____
Stocks and Bonds	_____
IRA's	_____
Income Tax Returns	_____
Mortgage / Notes	_____
Other Notes and Obligations	_____
Credit Card(s) & account info.	_____
Will(s)	_____
Trust(s)	_____
Living Will(s)	_____
Power of Attorney documents	_____
Cemetery arrangement documents	_____
Funeral Home arrangement documents	_____
Keys to safe deposit box	_____
Personal Address/Phone book	_____
This pre-planning book	_____
Other	_____
Location of personal safe	_____
Combination	_____
Location of key	_____



INSURANCE POLICIES

Millions of dollars are lost every year in unclaimed insurance benefits because the family never knew that certain policies existed. Insurance benefits must be applied for at the time of a death. You will need a certified copy of the death certificate for each company. If policies are lost or destroyed, you will need the name of the company and policy number to make a claim. The local agents of all insuring companies should be promptly notified, and they will provide claim forms. All policies (even those that have lapsed) should be examined, seeking any extended coverage. All policies on the lives of the survivors should be examined to determine changes in beneficiaries.

Note: Some credit cards provide Life Insurance. Please remember to include them here.

LIFE INSURANCE

Insurance Company	Phone
Named of Insured <small>(Last, First, Middle)</small>	Policy No.
Beneficiary	Amt. of Benefit
Insurance Company	Phone
Named of Insured <small>(Last, First, Middle)</small>	Policy No.
Beneficiary	Amt. of Benefit
Insurance Company	Phone
Named of Insured <small>(Last, First, Middle)</small>	Policy No.
Beneficiary	Amt. of Benefit
Insurance Company	Phone
Named of Insured <small>(Last, First, Middle)</small>	Policy No.
Beneficiary	Amt. of Benefit

MEDICAL INSURANCE

Insurance Company	Phone
Individuals Covered <small>(Last, First, Middle)</small>	Policy No.
Insurance Company	Phone
Individuals Covered <small>(Last, First, Middle)</small>	Policy No.
Insurance Company	Phone
Individuals Covered <small>(Last, First, Middle)</small>	Policy No.
Insurance Company	Phone
Individuals Covered <small>(Last, First, Middle)</small>	Policy No.

DISABILITY INSURANCE

Insurance Company	Phone
Name of Insured <small>(Last, First, Middle)</small>	Policy No.
Monthly Benefit	
Insurance Company	Phone
Name of Insured <small>(Last, First, Middle)</small>	Policy No.
Monthly Benefit	
Insurance Company	Phone
Name of Insured <small>(Last, First, Middle)</small>	Policy No.
Monthly Benefit	
Insurance Company	Phone
Name of Insured <small>(Last, First, Middle)</small>	Policy No.
Monthly Benefit	

PROPERTY INSURANCE

Real Estate

The service of an attorney is advisable in ALL real estate matters. Real estate owned jointly by husband and wife is automatically transferred to the survivor, but a certified copy of the death certificate should be filed with county authorities in connection with the real estate deed.

Automobile Title

If the deceased was sole owner of a car or trailer, it is part of the estate. Transfer of title information can be obtained from the Office of the Secretary of State where license plates are sold.

Insurance Company	Phone
Property Insured	Type of Property
Owner(s)	Policy No.
Insurance Company	Phone
Property Insured	Type of Property
Owner(s)	Policy No.
Insurance Company	Phone
Property Insured	Type of Property
Owner(s)	Policy No.
Insurance Company	Phone
Property Insured	Type of Property
Owner(s)	Policy No.



- Important Documents 12
- A Message to Loved Ones 2
- When Someone Dies 4
- Estate Planning (Will) 14
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Vital Information 8
- Death Certificate 27
- Family Medical History 30
- The Importance of Planning 11

BANK ACCOUNTS & INVESTMENTS

People often have bank accounts, IRA's, stocks, bonds, and other investments, and neglect to tell family members about them. Each year, banks publish lists of names in newspapers looking for individuals who are entitled to money in accounts they have forgotten about. In many states, the money will revert back to the government if not claimed within seven years. To protect your loved ones against such a loss, record all your accounts below. It is common practice for banks to stop payment on all checks of an account held in the deceased's name as soon as a death notice is published. You should contact your bank(s) as soon as possible to see what is required of you.

In large estates there may be federal and state taxes requiring releases from government officials. **Bank accounts** in the sole name of the deceased will usually require probate action. For small amounts, some banks have forms which permit payment of the balance toward funeral expenses if no other assets require probate. An attorney or bank will answer specific questions.

Stocks in the deceased's sole name require probate action. Stocks owned jointly may be transferred to the surviving owner by presentation of a certified copy of the death certificate to each company in which stock is jointly owned. A broker or banker can assist you.

Under IRS regulations, an **Individual Retirement Account (IRA)** may be established through a bank, insurance company, or broker. At death, any amount in the account will be paid to the beneficiaries. Consult your attorney, insurance agent, or banker, or broker.

Savings Bonds

Single Ownership Bond is part of the estate and will be paid or re-issued to a qualified person.

Beneficiary (one owner, payable on death to a beneficiary). Bond becomes the property of beneficiary. If the beneficiary dies first, no action is required unless the new beneficiary or co-owner is added. Proof of death is required for redemption or re-issue.

Co-Ownership (two names on bond). Survivor becomes owner; a beneficiary or co-owner may be added.

A **safety deposit box**, held jointly, or in the deceased's sole name, will be sealed until a county, state, or bank official can take inventory. The bank must know date of death, interest of person making inquiry, relationship of person making inquiry, whether the key is available and whether the box was rented in the deceased's sole name or jointly with others.

BANKING INFORMATION

Type of Acct.	Acct. No.	Name(s) on Acct.	Branch Name & Address

Safe Deposit Box Bank _____

Location of key _____

Box No. _____

Bank Representative _____

INVESTMENT INFORMATION

Investments can frequently change so it would be difficult to list them here and keep them up-to-date. You should however record where the documentation is kept so that you can locate them when needed. You may need a death certificate for each stock held in the deceased's name. Check with your financial investor or broker for the number of death certificates needed.

SOCIAL SECURITY & VETERAN'S BENEFITS

SOCIAL SECURITY

Knowing what government benefits you are entitled to and knowing how to collect them are important factors. Types of benefits available and criteria for qualification change from time to time so it is important to obtain pertinent up-to-date information. Contact your local Social Security Office for current information on benefits and claims procedures.

SOCIAL SECURITY SHOULD BE NOTIFIED AS SOON AS POSSIBLE WHEN A PERSON DIES. SOCIAL SECURITY CLAIMS AND BENEFITS MUST BE APPLIED FOR. THEY ARE NOT AUTOMATICALLY PAID. Contact Social Security as soon as you can to make sure the family receives all of the benefits to which it may be entitled. They will explain benefits and help with claim papers without charge. **DO NOT DELAY YOUR APPLICATION** just because all papers are not available. The local office may suggest other proofs that may be used.

Social Security Death Benefits

A lump sum payment may be made when an eligible person dies. This payment can only be made if there is an eligible surviving widow, widower, or entitled child. Also, survivor's checks may go to certain members of a worker's family.

You can contact your local Social Security Office for current information on benefits and claims procedures, or call the national toll-free number at: (800) 772-1213 (for deaf or hard-of-hearing, call the TTY number, (800) 325-0778)

You may also write to your local office, or to the national Social Security Office at:

Social Security Administration Inquiries, Windsor Park Building, 6401 Security Blvd., Baltimore, Maryland 21235

Information and applications are also available online at: www.ssa.gov

Social Security No. _____

for: _____

Social Security No. _____

for: _____

Location of Nearest Social Security Administration Office

VETERAN'S BENEFITS

As an honorably discharged veteran or military personnel, you or your family may be entitled to a number of benefits, ranging from educational and medical benefits for you to various forms of death benefits for your survivors. **VETERAN'S BENEFITS MUST BE APPLIED FOR. THEY ARE NOT AUTOMATICALLY PAID. THERE IS A TIME LIMIT FOR CLAIMING BENEFITS OR THEY WILL BE LOST.**

IMPORTANT: If you qualify for Social Security benefits, you should go to the Social Security office before coming to the V.A. office. Once you have all the forms and information that applies to you, call the V.A. office to make an appointment.

Types of benefits available and criteria for qualification change from time to time, so it is important to obtain pertinent, up-to-date information. Contact your local or regional office of the U.S. Department of Veteran's Affairs for current information on benefits and claims procedures, or call the Department of Veteran's Affairs toll free at: (800) 827-1000.

Or write: *U.S. Department of Veteran's Affairs, 810 Vermont Avenue, N.W. Washington, D.C. 20420*

Information and applications are also available online at: www.va.gov

Location of Nearest Veteran's Administration Office

A Message to Loved Ones 2

Important Documents 12

Estate Planning (Will) 14

When Someone Dies 4

Insurance & Financial Matters 16-23

Contact Information 6

Funeral / Cemetery Instructions 24-26

Who Can Help? 7

Death Certificate 27

Vital Information 8

Family Medical History 30

The Importance of Planning 11



EMPLOYER, UNION, PENSION, & RETIREMENT BENEFITS

Many employers and unions offer benefits to the employee and his/her family. Contact the employer and union to find out what benefits you or your family is entitled to. If you have established a pension or retirement plan outside of your employer, then contact that corporation also. Some plans may have required the deceased to have designated a beneficiary who would receive a lump-sum payment or they may make the payment simply to the estate.

EMPLOYER COMPANIES

Company Name _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

Company Name _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

Company Name _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

Company Name _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

UNIONS

Union Name & Local No. _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

Union Name & Local No. _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

PENSION / RETIREMENT PLAN CORPORATION

Corporation Name _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

Corporation Name _____

Address _____

Phone _____

Contact Person _____

Employed Name _____

- Important Documents 12
- A Message to Loved Ones 2
- Estate Planning (Will) 14
- When Someone Dies 4
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Death Certificate 27
- Vital Information 8
- Family Medical History 30
- The Importance of Planning 11



FINANCIAL & CREDIT OBLIGATIONS

You will want to gather all of the deceased's bills and other financial obligations such as mortgage, car loan, and credit balances, etc. Many installment loans and credit card accounts are covered by credit life insurance, which pays off the account balance in the event of the death of the customer. Contact the financial companies, notify them of the death. They will be able to tell you if the loan was covered by credit life and then what you need to do to file a claim. A death certificate is often required.

You will also want to contact the credit card companies. If the account was held jointly, you will need to change the card to the survivor's name.

Note: Some credit cards automatically provide life insurance or the option to acquire insurance coverage when the account is opened. Notify them of the death and inquire about the coverage. File any necessary claims so that benefits can be collected. A death certificate is often required.

FINANCIAL OBLIGATIONS

Financial Institution _____
 Phone _____
 Account No. _____
 Amount of Loan _____
 Final Payment Due Date _____

Financial Institution _____
 Phone _____
 Account No. _____
 Amount of Loan _____
 Final Payment Due Date _____

Financial Institution _____
 Phone _____
 Account No. _____
 Amount of Loan _____
 Final Payment Due Date _____

Financial Institution _____
 Phone _____
 Account No. _____
 Amount of Loan _____
 Final Payment Due Date _____

CREDIT CARD(S) HELD

Card Type _____
 Account No. _____ Exp. Date _____
 Phone _____
 Name on Card _____
 Other Names on Acct. _____

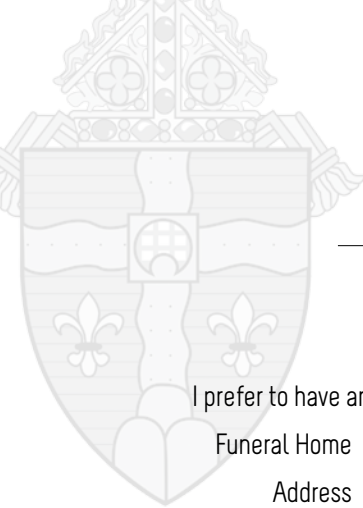
Card Type _____
 Account No. _____ Exp. Date _____
 Phone _____
 Name on Card _____
 Other Names on Acct. _____

Card Type _____
 Account No. _____ Exp. Date _____
 Phone _____
 Name on Card _____
 Other Names on Acct. _____

Card Type _____
 Account No. _____ Exp. Date _____
 Phone _____
 Name on Card _____
 Other Names on Acct. _____

Card Type _____
 Account No. _____ Exp. Date _____
 Phone _____
 Name on Card _____
 Other Names on Acct. _____

- Important Documents 12
- A Message to Loved Ones 2
- When Someone Dies 4
- Estate Planning (Will) 14
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Death Certificate 27
- Vital Information 8
- The Importance of Planning 11
- Family Medical History 30



FUNERAL HOME INSTRUCTIONS

I prefer to have arrangements made at the funeral home listed below:

Funeral Home _____
 Address _____
 Contact Person _____ Phone _____

My wishes are on file at the funeral home listed above. Yes No

My arrangements have been pre-paid at the funeral home listed above. Yes No

TYPE OF SERVICE

- Traditional Funeral Service (with a visitation (wake), a funeral mass at church or service at funeral home, a ground burial, mausoleum entombment, or cremation inurnment)
- Memorial Service ONLY and Burial
- Funeral Mass, Cremation, and Burial at a later date
- Cremation, Memorial Mass followed by Burial
- Graveside Service at cemetery only

Affiliated Church _____
 Address _____

Priest to Officiate _____ Phone _____

Eulogist _____

Pallbearers 1. _____ Phone _____
 2. _____ Phone _____
 3. _____ Phone _____
 4. _____ Phone _____
 5. _____ Phone _____
 6. _____ Phone _____

VISITATION (WAKE)

I prefer to have the following arrangements made for the visitation:

- Open casket Closed casket
- Public visitation Private visitation No visitation
- Visitation the day before the funeral Visitation the same day as the funeral
- No flowers Flowers (type) _____
- In lieu of flowers, I would like memorial donation made in my name to: _____

A Memorial Card lists the name, date of birth and death, and sometimes other information about the deceased. Is there a specific text of scripture, prayer, picture, image, or other words you wish to have on the memorial card?

I prefer to have NO memorial card

Clothing Preference (List specific articles of clothing below.)

- From current wardrobe _____
- Please purchase new _____

Jewelry Preference (List specific pieces of jewelry below.)

- To remain on for burial
- To be removed before burial and given to to following: _____

Wedding Ring(s)

- To remain on for burial
- To be removed before burial and given to to following: _____

Glasses

- To be worn for visitation and burial I prefer NOT to wear my glasses

Scripture Readings 1st Reading _____ Reader _____
 2nd Reading _____ Reader _____
 Holy Gospel _____ Priest _____

Other prayers or poems to be read _____

Music and Hymns _____
 Soloist & Musicians _____

Ushers _____

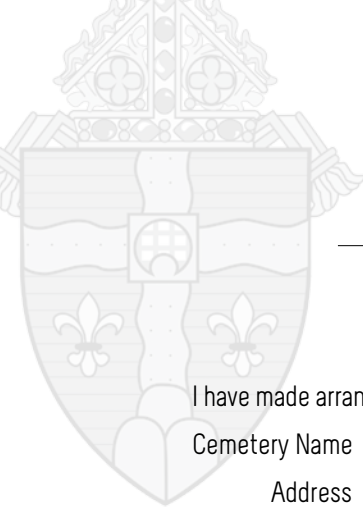
Presenters of Bread and Wine _____

Please include the following participating organization (military and/or fraternal)

- Flag (List specific flag(s)) _____ Draped Folded
- Present flag(s) to: _____

Other specific directions not covered above.

Important Documents 12
 A Message to Loved Ones 2
 Estate Planning (Will) 14
 When Someone Dies 4
 Insurance & Financial Matters 16-23
 Contact Information 6
 Funeral / Cemetery Instructions 24-26
 Who Can Help? 7
 Death Certificate 27
 Vital Information 8
 Family Medical History 30
 The Importance of Planning 11



CEMETERY INSTRUCTIONS

(FINAL DISPOSITION)

I have made arrangements at the cemetery listed below:

Cemetery Name _____
 Address _____
 Contact Person _____ Phone _____

The arrangements have been prepaid? Yes No

I **DO NOT** have cemetery arrangements made and prefer to utilize the cemetery listed below for my burial.

Cemetery Name _____
 Address _____
 Contact Person _____ Phone _____

I would prefer the following type of burial:

- Mausoleum Entombment (above-ground)
- Lawn Crypt (if it is an available option at my preferred cemetery)
- Cremation Interment with a
 - Columbarium Cremation Niche with a Glass front Marble front Wood front
 - Cremation Garden with a Bench Pillar Boulder Other _____
 - Ground burial space (grave)
- Ground Burial Space with a Flush (flat) marker Monument (upright) marker
- I prefer Chapel Service in the cemetery chapel (if applicable)
- I prefer Graveside Service at the grave (tent and chairs)

Other special instructions I would like followed:

I **DO NOT** wish to have the following:

THE DEATH CERTIFICATE

The law requires a **Death Certificate** be issued by the county in which a person dies. Certified copies of the death certificate may be required as proof of death in settling claims.

INFORMATION NEEDED TO PREPARE DEATH CERTIFICATE:

- Full legal name
- Sex
- Race
- Date of birth
- City, state or country of birth
- Social Security number
- Occupation or industry
- Years of education
- Veteran (yes or no)
- Home Address (City, County, State, Zip Code)
- Father's full name
- Mother's full name (with maiden name)
- Next of kin
- Name of spouse
- Physicians name, address & phone number
- Place of disposition (cemetery or otherwise)

The funeral director files the death certificate with the county clerk and obtains the burial permit. You can ask the funeral home director to obtain additional copies of the death certificate or you can obtain them directly from the issuing county clerk's office. A nominal fee will be charged.

Listed below are some examples of agencies that may require a death certificate. Space has been provided for you to record the number of certificates needed in each category.

_____ Life Insurance Companies	_____ Credit Card Companies
_____ Medical & Disability Insurance Companies	_____ Other Financial Obligations
_____ Property Insurance Companies	_____ Vehicle Registrations and Title Changes
_____ Other Insurance (credit cards, automobile)	_____ Attorneys
_____ Banking Agencies	_____ Accountant
_____ Investment Agencies	_____ Other _____
_____ Social Security Administration	_____
_____ Employer and Union Benefits	_____
_____ Retirement/Pension Benefits	_____ For your own records
_____ Veteran's Administration	_____
_____ Mortgage Companies	_____ TOTAL (approx. number of death certificates needed)

Important Documents 12
 A Message to Loved Ones 2
 Estate Planning (Will) 14
 When Someone Dies 4
 Insurance & Financial Matters 16-23
 Contact Information 6
 Funeral / Cemetery Instructions 24-26
 Who Can Help? 7
 Death Certificate 27
 Vital Information 8
 Family Medical History 30
 The Importance of Planning 11



FAMILY MEDICAL HISTORY

Often, it is important for each generation to know the family health history. *For husband, wife and children list significant illnesses, special medical problems and specific allergies below.*

List person, significant illnesses, special medical conditions, and specific allergies.

Lined area for writing family medical history.

INTRODUCING!

MAUSOLEUM *of the* HOLY APOSTLES

NAPERVILLE, ILLINOIS



“The Lord...will rejoice over you with gladness, he will quiet you by his love.”

Scripture tells us that Joseph of Arimathea 'went to Pilate and asked for the body of Jesus. He took it down, wrapped it in a shroud and put him in a tomb which was hewn in stone in which no one had yet been laid' (Luke 23:52-54). Today, community garden crypt facilities make above-ground burial affordable for persons with a preference for this type of burial. The purchase price includes the crypt, entombment fee, future income care, and personal engraving of the crypt front.

The purchase investment package can be paid in convenient installments. There are no interest charges applied to the monthly payments and can be paid over a reasonable length of time. No additional cemetery costs will be required even though the crypt may not be used for years to come.

This new, modern facility will provide:

- 310 Full-body Crypts
- 312 Cremation Niches
- A convenient and covered gazebo for open-air Committal Services
- Meditation benches
- Convenient parking
- Traditional Cemetery Graves (limited space)

LIMITED SPACES AVAILABLE!

Space is limited and the most popular locations will sell quickly...so act today!

Other Diocese of Joliet REGIONAL MAUSOLEUMS

Assumption Cemetery & Mausoleum (Wheaton) • All Saints Cemetery & Mausoleum (Bourbonnais)
Mt. Calvary Cemetery & Mausoleum (Kankakee) • Mt. Olivet Cemetery & Garden Mausoleum (Joliet)
Resurrection Cemetery & Mausoleum (Romeoville)

See the next page for contact information for these and other Diocese of Joliet Catholic Cemeteries.

- Important Documents 12
- A Message to Loved Ones 2
- Estate Planning (Will) 14
- When Someone Dies 4
- Insurance & Financial Matters 16-23
- Contact Information 6
- Funeral / Cemetery Instructions 24-26
- Who Can Help? 7
- Death Certificate 27
- Vital Information 8
- The Importance of Planning 11
- Family Medical History 30

The CATHOLIC CEMETERIES
of the DIOCESE OF JOLIET

*Private Estate Mausoleum Customization • Above Ground Community
Mausoleum Entombment • Ground Burial • Cremation Niches • Cremation Gardens
Upright Granite Monuments & Flush Memorial Customization • Vases*

Regional
FAMILY SERVICE CENTERS

DUPAGE COUNTY

Assumption Cemetery • 1 S. 510 Winfield Rd., Wheaton, IL 60189
(630) 668-3313 Fax (630) 668-0204

Assumption Cemetery & Mausoleum (Wheaton)	St. John the Baptist Cemetery (Winfield)
Ss. Peter & Paul Cemetery & Mausoleum of the Holy Apostles (Naperville)	St. Mary Cemetery & Columbarium (Elmhurst)
St. Bernard Cemetery (Downers Grove)	St. Mary Cemetery (Lombard) (not active)
	St. Stephen Cemetery (Carol Stream) (not active)

KANKAKEE COUNTY

All Saints Cemetery • 1839 W. State Rte. 102, Bourbonnais, IL 60914
(815) 933-2342 Fax (815) 937-0166

All Saints Cemetery & Mausoleum (Bourbonnais)	Mt. Calvary Cemetery & Mausoleum (Kankakee)
Maternity BVM Cemetery (Bourbonnais)	St. Rose Cemetery (Kankakee)

KENDALL / S.W. DUPAGE / WILL COUNTY

Risen Lord Cemetery • 1501 Simons Rd., Oswego, IL 60543
(630) 554-7590 Fax (630) 554-7592

Risen Lord Cemetery & Cremation Columbarium (Oswego / Plainfield)

WILL COUNTY-CENTRAL

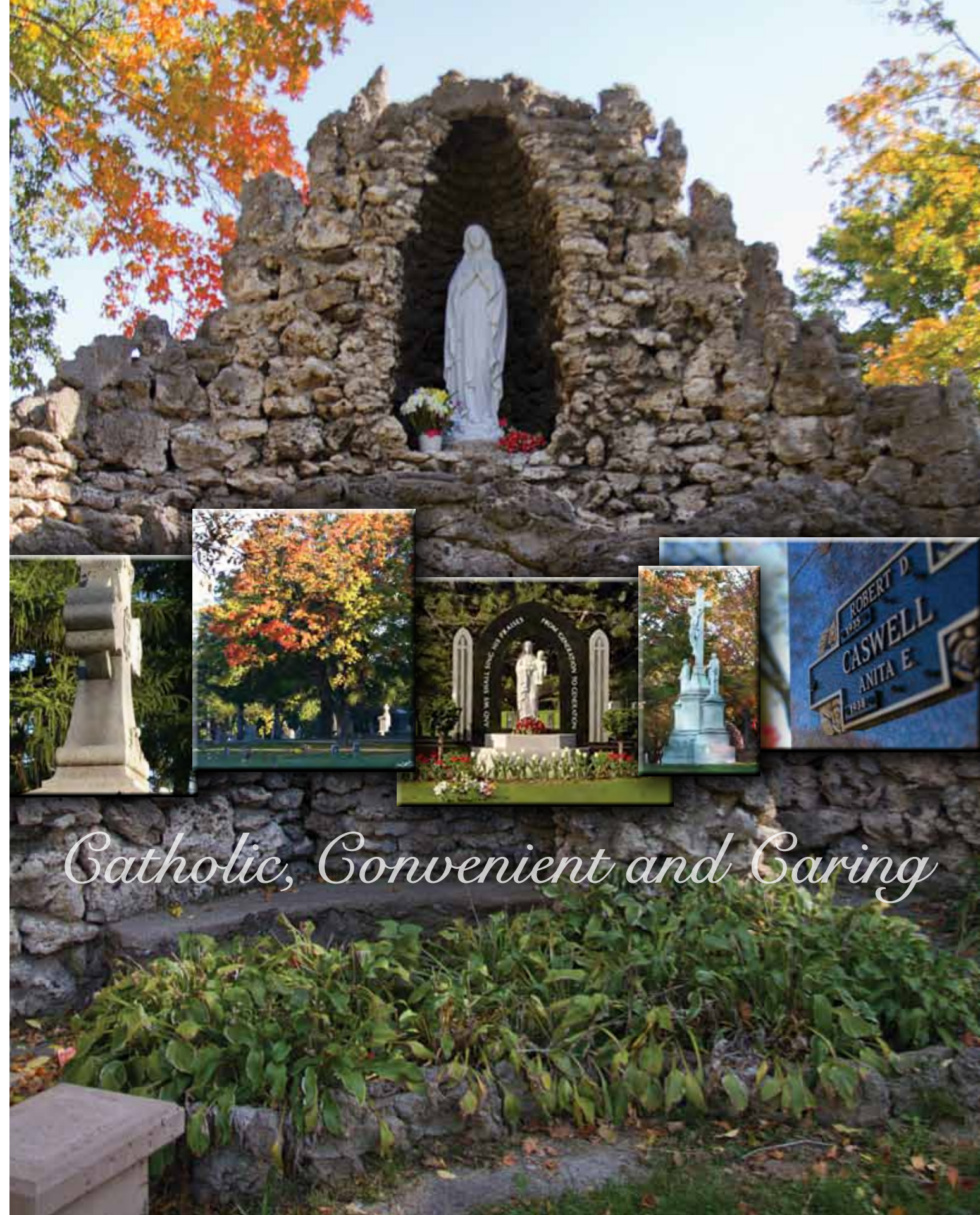
Mt. Olivet Cemetery • 1320 E. Cass St., Joliet, IL 60432
(815) 726-7444 Fax (815) 726-7468

Calvary Cemetery (Lockport)	St. Dennis Cemetery (Lockport)
Holy Cross Cemetery (Crest Hill)	St. John the Baptist Cemetery (Joliet)
Mt. Olivet Cemetery & Garden Mausoleum (Joliet)	St. Mary Nativity Cemetery (Crest Hill)
Ss. Cyril & Methodius Cemetery (East Joliet)	St. Patrick Cemetery (Joliet)

WILL COUNTY-NORTH

Resurrection Cemetery • 200 W. Romeo Rd., Romeoville, IL 60446
(815) 886-0750 Fax (815) 886-8711
Resurrection Cemetery & Mausoleum (Romeoville)

www.dioceseofjoliet.org • (815) 726-7444 (Español)



Catholic, Convenient and Caring



The CATHOLIC CEMETERIES
of the DIOCESE OF JOLIET

www.dioceseofjoliet.org



Scan this code
to visit us online.