

HOPE Passages

A Guide for When I Pass From This Life



Name

Date Prepared

Recording My Choices

We hope this information has been helpful to you in considering how you want to help your family prepare for your departure from this life. Now that you've reviewed all these topics, questions, and recommendations, it may be time to make some choices.

These are some forms and lists for you to record any plans you've made and any preferences you have for your remains, a service or gathering, as well as some other information that may be helpful to give to your family:

- ◇ Choices for a traditional burial (if that is your choice)
- ◇ Choices for cremation (if that is your choice)

- ◇ Choices for your service or a gathering of remembrance
- ◇ Notifications Upon My Passing
- ◇ Death Certificate Information
- ◇ Suggested Obituary
- ◇ Donations & Gifts In Memorium

Information and Applications for Crypts and Memorial Plaques in HOPE Memorial Gardens are also included in this folder.

Once you have completed all you desire, it will be important to discuss the contents of these documents with your loved ones and to let them know where it is kept.

If you choose to reserve a crypt or memorial plaque in Hope

Memorial Garden, you will need to submit the application with payment to the church.

We suggest that you also consider providing a copy to the pastoral staff at Hope United Methodist Church to assist them in ministering to your family in their time of grief.

If you have any questions or concerns, please reach out to the pastors or staff of Hope United Methodist Church. We are here to support your spiritual journey.

I Choose Traditional Burial

Recording your preferences for a traditional burial

☐

I choose a traditional burial

Check box if your preference is for a traditional burial and not cremation, and then add as much information as you desire below.

Cemetery Choice:

Grave Site Selected ☐ Yes ☐ No

Prepaid? ☐ Yes ☐ No

Site Location

Grave Marker Selected ☐ Yes ☐ No

Prepaid? ☐ Yes ☐ No

Style

Pre-printed?

When to install?

Funeral Home Choice:

Contact name:

Phone#

Casket Selected ☐ Yes ☐ No

Prepaid? ☐ Yes ☐ No

Casket Model

Embalming Selected ☐ Yes ☐ No

Clothing Preference

Jewelry? ☐ Yes ☐ No

Eyeglasses? ☐ Yes ☐ No

Remove after service? ☐ Yes ☐ No

Remove after service? ☐ Yes ☐ No

List Jewelry

Other Preferences:

I Choose Cremation

Recording your preferences for cremation

☐

I choose cremation

Check box if your preference is for cremation and not a traditional burial, and then add as much information as you desire below.

Crematorium Choice:

Contact name: _____ Phone# _____

Preplanned? ☐ Yes ☐ No

Prepaid? ☐ Yes ☐ No

Plan to spread ashes? ☐ Yes ☐ No

Site Location _____

Plan to bury ashes? ☐ Yes ☐ No

Prepaid? ☐ Yes ☐ No

Site Location _____

Memorial Plaque? _____

Urn selected? ☐ Yes ☐ No

Prepaid? ☐ Yes ☐ No

Style _____

Other Preferences:

Notifications Upon My Passing

Legal Notifications & Required Notices (names and phone numbers)		
	Attorney	
	Employer	
	Banks & other financial institutions (attach separate list)	
	County Recorder, file a Death Certificate (see next page)	
	Social Security & Veterans' Administration (see next page)	
Family & Friends		
	Immediate family: spouse, parents, children, siblings, cousins, grandparents, grandchildren, etc.	
	Friends & co-workers	
	Local church members	
	Attach a list of family & Friends and their addresses & phone numbers	
Other Associates & Contacts		
	Doctors	
	Church	
	Pastor(s)	
	Local Newspapers(s)	
	Hometown Newspaper	
	Trade Magazines	
	Fraternities, Clubs, Memberships	
Social Security Requirements		
	Certified copy of the death certificate of the deceased	
	Social Security Card of the deceased, SS number for spouse & minor children	
	W2 Forms and Tax Returns	
	Contact the Social Security Administration at 1.800.722.1213	
Department of Veterans' Administration Requirements		
	Certified copy of the death certificate of the deceased	
	Social Security number and VA file number	
	Marriage certificate or divorce papers	
	Branch of service and discharge papers	
	Birth certificates of minor or disabled children	
	Contact the Veterans' Administration at 1.800.827.1000	
Beloved Pets and how to care for them		
	Pet	Caretaker
	Pet	Caretaker

Death Certificate

A death certificate must be prepared to record the passing. Information may vary from state to state. You must have this filed through the county of residence with the Department of Vital Statistics. Below is some general information that may be required.

Full Legal Name		
Maiden Name		
Place of Birth		
Date of Birth		
Gender		
Ethnic Background		
Father's Name		
Father's Birthplace		
Mother's Maiden Name		
Mother's Birthplace		
Social Security Number		
Marital Status		
Name of Spouse		
Current Address, City, State, & Zip		
County		
Education Completed		
Occupation		
Employer		
Years in Occupation		
Military Service	<input type="checkbox"/> Yes <input type="checkbox"/> No	from to
Branch of Service		
Where Served		

Make sure enough copies are requested upfront as they will be needed by those handling the deceased individual's affairs. They may want to order a dozen as it will be cheaper the first time. For example, Social Security, Veterans Administration, Motor Vehicles, Banks, Financial Institutions, & Insurance Companies.

NOTE: You will want to have your financial records arranged for your family to include bank and financial accounts, investment accounts, the name of your accountant or attorney, safe deposit box locations and numbers and location of the key, durable power of attorney, etc. We have not included your financial records here as they should be kept in a safe place that may be different from this document.

We also recommend that everyone create a will, even if it is just a simple will. You should also consider having a Power of Attorney and a Living Will. You may wish to consult with an estate planning attorney or watch for low cost seminars.

Suggested Obituary

You may wish to prepare an obituary that can be sent to your local or home town papers. Generally, an obituary would include the following:

- ◇ Birth Date
- ◇ Place of Birth
- ◇ Education
- ◇ Employment
- ◇ Church
- ◇ Activities & Hobbies
- ◇ Accomplishments

- ◊ Survivors
 - Spouse
 - Children
 - Grandchildren
 - Parents
 - Grandparents
 - Siblings

[illegible]

Please send the above to the following papers, alumni associations, and trade magazines:

Note: Newspapers can be quite costly for printed obituaries and are based upon number of words or lines. One option could be an online obituary that the funeral home might have. You could do a short notice in the paper and state for more information go to and provide a site for people to visit a larger obituary with more detail for no additional charge.

Service Details

Place of Service		
Address		
Phone#		
Who Should Conduct the Service		
Type of Service Preferred	<input type="checkbox"/> Traditional <input type="checkbox"/> Contemporary <input type="checkbox"/> Graveside <input type="checkbox"/> Other::	
Flower Preference		
Color Preference		
Pictures for Display (easel or powerpoint)		
Personal Items for Display		
Prelude/Pre-Service Music	Title	Composer
Hymns (to be sung by congregation)		
Scripture Reading(s)		
Poems, Psalms, or Devotional Readings		
Suggested Eulogists or Speakers		

Service Details (continued)

Special Music (performed by soloist or ensemble)	Title	Composer/Artist
Performer(s):		
Closing Music	Title	Composer
Reception Options An important opportunity for your family and friends is to gather in support and love. It is comforting to have a reception following the service. It may be held before or after the burial or inurnment. Your thoughts on this option may be helpful.		
Location	<input type="checkbox"/> Church <input type="checkbox"/> Chapel/mortuary <input type="checkbox"/> Other <input type="checkbox"/> No reception	
When	<input type="checkbox"/> Prior to interment/inurnment <input type="checkbox"/> After interment/inurnment	
Attended by	<input type="checkbox"/> All present at service <input type="checkbox"/> Family & immediate friends <input type="checkbox"/> Family only <input type="checkbox"/> Other:	
Food suggestions (dependent on the time of day for the service)	<input type="checkbox"/> Vegetable tray <input type="checkbox"/> Fruit tray <input type="checkbox"/> Meat / sandwiches <input type="checkbox"/> Dinner <input type="checkbox"/> Desserts only <input type="checkbox"/> Other It is customary for the family of the deceased to arrange or pay for the food service at the reception. At Hope UMC, our Fellowship Committee will often organize and serve the food at the reception.	
Donations and Gifts (examples might include American Cancer Society, Hope UMC Endowment Fund, Hope CMO missions, Hope youth, Hope music, etc.)	<input type="checkbox"/> Recommended donations:	
	<input type="checkbox"/> In lieu of flowers, please make donations to:	
Other Preferences		



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