



# ACADEMY

FUNERAL SERVICES

## Your Funeral Checklist

Because planning a loved one's funeral is never easy, here is a funeral checklist which will help you make sure you have every detail covered. Please contact us if you need any further assistance on (03) 343 0919 or [info@academyfunerals.co.nz](mailto:info@academyfunerals.co.nz)

### TICK THE BOXES THAT APPLY:

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|--|---|
| <input type="checkbox"/> Choose a Funeral Director         | <input type="checkbox"/> Contact Organist/ Piper/ Bugler/ Soloist |
| <input type="checkbox"/> Confirm Service                   | <input type="checkbox"/> Provide Photographs/ Music/ DVD          |
| <input type="checkbox"/> Contact Clergy/ Celebrant         | <input type="checkbox"/> Arrange Floral Tribute                   |
| <input type="checkbox"/> Details for Newspaper Notices     | <input type="checkbox"/> Arrange Pall Bearers                     |
| <input type="checkbox"/> Provide Registration Details      | <input type="checkbox"/> Contact Estate Lawyer                    |
| <input type="checkbox"/> Provide Clothing/ Jewellery       | <input type="checkbox"/> Arrange After-Funeral Catering/ Venue    |
| <input type="checkbox"/> Make Viewing Appointments         | <input type="checkbox"/> Contact R.S.A/ Clubs/ Family & Friends   |
| <input type="checkbox"/> Provide Details for Service Sheet | <input type="checkbox"/> Arrange Plaque/ Headstone                |

### FUNERAL DIRECTORS DETAILS:

Name:

Phone:

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### OTHER NOTES:

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