

GRIFFIN-PETERS FUNERAL HOME



Contact us at 212-926-0906 - we're available 24 hours a day, 7 days a week.

Life Item Checklist:

People to Notify:

- Family and Friends
- Place of employment
- Social Security Office (if applicable)
- Attorney
- Accountant or executor of estate
- Life insurance company***
- Credit Card Companies (pay off remaining balances)
- Discontinue utilities
- Stop subscriptions (apps, magazines, etc.)
- Contact post office (forward mail)

Personal Information to Collect:

- Employment Information
- Social Security Number
- Parents' full names
- Date and Location of Birth
- Education history
- Permanent (legal) address
- Important Financial Documents;
 - Stock certificates
 - Bonds and CDs
 - Title Documents
 - Bearer Bonds
 - Bank Statements
 - Brokerage Statements
 - Deeds
 - Prenuptial Agreements

Funeral Planning Checklist:

For Funeral Services:

- Stay in close contact with us
- Discuss goals with family and funeral home (funeral, burial, cremation, services in another city, memorial service, etc.)
- Discuss budget with family and funeral home
- Set up funeral fund if applicable
- Decide date(s) of services with family
- Choose an available location (chapel, church, etc.)
- Decide on transportation for family and friends
- Choose clothing for the deceased
- Choose casket or urn for the deceased
- Choose available officiant
- Write obituary
- Determine "Order of Service"
- Contact printer for memorial cards, programs - our printer has a dedicated checklist that we can provide to you on request
 - Write obituary
 - Choose photographs
 - Review finalized drafts
- Contact us about digital obituary and digital/printed announcements, guest books
- Contact us about custom signage
- Choose and contact six pallbearers
- Order floral arrangements or other decor if desired
- Plan Repast: location, menu, hours (we can help plan this if desired)