

WHAT DO I DO NOW?



The death or impending death of a loved one is an emotional time. The following information may help you be better informed and organized when addressing some of the decisions you may be asked to make when attending to tasks related to the death of a loved one.

SURVIVOR'S CHECKLIST

Immediately following the death, you should:

1. Contact the funeral home
2. Contact Priest/Minister
3. Alert immediate family members and close friends
4. If employed, contact the deceased's employer
5. If applicable, notify agent under Power of Attorney
6. Alert the executor of your loved one's will
7. Notify religious, fraternal, and civic organizations in which your loved one was a member
8. Notify your attorney regarding the probate of the estate
9. Arrange for the care of any dependents
10. If the deceased had any pets, arrange for their immediate care
11. Remove any valuables from the deceased's home, secure the residence, and take steps and take steps to make the home appear to be occupied (for example use lamp timers)
12. Alert the Post Office to forward the deceased's mail
13. Locate loved ones important documents:
 - Will
 - Birth Certificate
 - Social Security Card
 - Marriage license
 - Military discharge papers (DD-214)
 - Deed to burial property
 - Copy of funeral prearrangements
 - Life insurance policies

Within one month of the death, you should:

1. Consult with an attorney about probate
2. Meet with an accountant to discuss estate taxes
3. File claims with life insurance companies
4. Contact Social Security and other government offices that may have been making payments to the decedent, If the decedent was your spouse, inquire about your eligibility for new benefits
5. Notify the Registrar of Voters
6. If the deceased's home is unoccupied, cancel unnecessary home services

7. Cancel deceased's prescriptions
8. Contact the Department of Motor Vehicles to cancel deceased's driver's license and transfer titles of all registered vehicles
9. If your loved one was a veteran, inquire about benefits that you may be entitled to through the VA
10. Contact the deceased's employer . Inquire about any 401K, pension, or company benefits that the decedent may be entitled to
11. If the death was accidental, verify whether benefits are available on existing insurance policies
12. Check for any life insurance benefits available through existing credit card or loan accounts
13. File any outstanding claims for health insurance or Medicare benefits
14. Obtain copies of deceased's outstanding bills
15. Locate and/or obtain other important paperwork of the deceased that will be necessary for the settlement of their estate
16. Advise all creditors in writing that a death has occurred
17. Update your will
18. Update beneficiaries on your life insurance policies, if necessary
19. Send acknowledgement cards or flowers, donations, food, or any significant gestures of kindness. Also, remember to thank pallbearers
20. Organize and distribute decedent's personal belongings
21. Remove loved one from marketing and mailing lists



Important Numbers You Will Need:

Social Security Administration
800-772-1213

Department of Veteran Affairs
800-827-1000

Registrar of Voters
916-653-6814

Department of Motor Vehicles
800-777-0133



858-705-5654