



My Pre-Planning Guide

WISHES & IMPORTANT INFORMATION

A place to write down your wishes and the details your family will need, so they are not left guessing at a difficult time.

Parker & Burns Funeral Home

621 S. Halleck Street, DeMotte, IN 46310

(219) 987-2323 · parkerandburnsfh.com

How to use this guide

Pre-planning is simply writing down what you want and where things are. Take your time with this guide. Fill in what you know, skip what you are unsure of, and come back to it later. There are no wrong answers.

1. Work through each section at your own pace. A pencil is fine, since plans change.
2. Talk it over with the people closest to you so your wishes are not a surprise.
3. Keep the finished guide somewhere your family can find it, and tell them where it is. A safe deposit box is not a good choice, because it may not be opened until after the funeral.
4. When you are ready, bring it to us or give us a call. We can go over it with you, answer your questions, and record your wishes on file.

Prefer to talk it through? You do not have to fill this out alone. Call us at (219) 987-2323 and a funeral director will be glad to sit down with you.

This guide belongs to

Name _____

Address _____

Phone _____

Date completed _____

Copies of this guide are kept with

Name / relationship _____

Name / relationship _____

Personal information

Much of this is needed for the death certificate. Having it written down saves your family from searching for it.

Full legal name _____	Marital status _____
Name you go by _____	Spouse's name (maiden name) _____
Date of birth _____	Father's full name _____
Place of birth (city, state) _____	Mother's full name (maiden) _____
Social Security # _____	Highest education _____
Home address _____	Occupation _____
Years at this address _____	Employer / industry _____

Military service

Veterans may be eligible for military funeral honors and VA burial benefits. A copy of the DD-214 or discharge papers is needed.

Branch _____	Dates of service _____
Rank _____	War / conflict _____
Service number _____	DD-214 kept at _____

Faith and organizations

Church / place of worship _____
Clergy name & phone _____
Organizations, lodges, clubs _____

My service wishes

Final arrangements

☐ Burial ☐ Cremation ☐ Entombment ☐ Undecided

Gathering

☐ Visitation ☐ Funeral service ☐ Memorial service ☐ Graveside service only

☐ Private family service ☐ No service

Preferred location (funeral home, church, other) _____

Officiant _____

Personal touches

Music / hymns _____

Readings or scripture _____

Speakers _____

Pallbearers _____

Clothing / jewelry _____

Flowers or memorial donations to _____

☐ Military honors ☐ Open casket ☐ Closed casket ☐ Photo display or video tribute

☐ Luncheon after

Anything else I want my family to know

Final resting place

Burial

Cemetery _____

Section / lot / plot # _____

Plot already purchased? Deed kept at _____

Monument or marker wishes _____

Cremation

☐ Buried in a cemetery ☐ Placed in a niche ☐ Kept by family ☐ Scattered ☐ Keepsakes for family

Urn preference _____

Location or instructions _____

Obituary notes

Write down the things you would want included: family names, where you grew up, your work, your passions, and how you want to be remembered.

Newspapers or places to publish _____

Important documents & people to notify

Where to find my documents

Will / trust _____

Life insurance policies _____

Pre-need or burial policy _____

Bank and financial accounts _____

Deeds and titles _____

Birth and marriage certificates _____

Social Security card _____

Online accounts / passwords _____

People to notify

Name / phone _____ Name / phone _____

Name / phone _____ Name / phone _____

Name / phone _____ Name / phone _____

Name / phone _____ Name / phone _____

Attorney _____

Financial advisor / insurance agent _____

Employer or pension contact _____

When you are ready, bring this guide to Parker & Burns Funeral Home or call (219) 987-2323. We will go over your wishes with you and keep them on file.