

No matter if a death is sudden, or if it something that was a long time coming, the loss of a loved one makes us feel emotional and overwhelmed. No amount of preparation can fully prepare you for the loss of a loved one. When you are in a heightened emotional state, even the most basic decisions can seem staggering. The following is a rough guideline of what needs to be done within the first 24 hours after death.

When death occurs at home or a place of business

If the person was not under hospice care, the police will have to be notified immediately. The police will be dispatched to the home and place the call to the coroner/medical examiner. From there the coroner/medical examiner will decide to take the body for possible further action, or release to a funeral home. The coroner/medical examiner must release the body before a funeral home can do anything. If the person was under hospice care, contact the hospice representative if they were not present and they will notify family members what the proper procedures are to follow.

When a death occurs at a hospital/nursing home/hospice facility

The staff of a care facility such as a hospital or a nursing home will notify you and the necessary authorities immediately after a death has occurred. If a funeral home has been provided to the hospital or nursing home, they will be notified at the time of death. If you are present at the facility when the funeral director arrives, they will ask a few questions about the deceased wishes and set up a time to come into the funeral home to make arrangements, however, if you are not present a funeral director will contact you by telephone to discuss these arrangements.

Informing a Funeral Director

Once everything has been cleared with the proper authorities, the next call you place should be to a licensed funeral director. Funeral directors are here to help you obtain a death certificate, transport the body, and in the event pre-planning was not done, select a casket/urn and arrange the funeral/memorial service. The funeral director will also help you notify the employer and insurance company of the deceased to assist with those arrangements. Funeral directors are here to help and advise you and will work very hard to relieve the stress and logistics involved in funeral planning.

Meeting a Funeral Director

You should meet with a funeral director within 24 hours of a death to begin to make final arrangements for your loved one. Deciding on these final arrangements may seem like a very daunting task, especially when you are in a heightened emotional state, but, funeral home staff have years of experience dealing with these issues, and strive to ensure everything goes as smoothly as possible.

Making Arrangements

Your Funeral Director will guide you through the arranging process. This packet has the information they will require, and is a good way to begin the pre-planning process.



Death Certificate Worksheet

325 NE 3rd Ave Camas WA 98607
(360)834-4563

***Please ensure all spelling is correct, as this will be the spelling used on the death certificate.

Decedent's Legal Name _____
First Middle Last suffix

Date of Death: _____ Date of Birth: _____ Male/Female _____

Place of Death: _____
Street City State Zip Code

County of Death: _____ Social Security number: _____

Decedent's Address: _____
Street City

County State Zip Code How Long lived there?: _____ Inside City Limits(Y/N): _____

Place of Birth: _____

Occupation: _____ Industry: _____
When last worked (Homemaker is considered occupation)

Marital Status (married/divorced/never married/widowed/domestic partner) _____

Spouse's Full Name: _____
First Middle Maiden Last suffix

Father's Name: _____
First Middle Last suffix

Mother's Name: _____
First Middle Maiden Last

Highest Education: _____ High School/GED Some College Associates Bachelor's Master's Doctorate/PhD
1-12th (specify)

Race: _____ Hispanic Origin (Y/N) _____

If yes, we will go over Veteran Benefits with you.

U.S. Veteran (Y/N): _____ Branch: _____ Do you have Discharge Papers (Y/N) _____

Use Next of Kin as informant

Informant: _____
First middle Last Suffix

Informant Address: _____
Street City State Zip Code

Relationship to Deceased: _____ Informant Phone #: _____

Email(s): _____
Emails will be used for contact if preferred, and will be registered with our website to notify you when condolences are posted

The information above is true and accurate to the best of my knowledge:

Sign: _____ Date: _____

Please select what your wishes are: Cremation Aqua Cremation Burial Green Burial

Do you want Viewing? Yes No If Yes: 30-Min ID view
No embalming required
 Family member only Public viewing
Embalming Required

For all options

Would you like to have a : Rosary vigil Funeral Service Memorial Service
(Check all that apply) Celebration of Life Graveside Service No Services Please

Location of Service if applicable: _____

Location of 2nd Service if applicable: _____

Would you like a register book and folders for your service? Yes No

Would you like an obituary? Yes No Do you have a picture you want with it? Yes No

Which papers: _____

Are there any songs you would like played during your services? Yes No

Songs: _____ By: _____
 _____ By: _____

Officiant for Service: _____ or I need recommendations

Special Instructions: _____

For Burial or burial of Cremins

Do you have a cemetery in mind? Yes No Cemetery: _____

Do you already own plot(s)/Niche? Yes No Section _____ Block _____ Lot _____
If you know the location- We can find out if unsure

*****NOTE***** Many cemeteries require an outer burial container for casket or urn. We will review this when you come in and go over your options. For urns, there are combination options to cover this requirement.

Do you have a headstone? Yes No Would you like us to go over headstone options? Yes No

For Burial or if viewing: Do you have a preference of casket? Metal Wood Cremation Casket No Pref.

If metal, is it important it seals? Yes No Is it important if outer burial container seals? Yes No

Casket/Urn Color: _____ Notes _____

For Cremation: Depending on what is to be done with ashes, there are several urn options available.

I already know what urn I want: _____



Obituary Worksheet

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Straub's will submit an obituary to any newspaper you or your loved ones wish and have them contact and bill you directly. This form is to assist with preparing the obituary.

_____, of _____, passed away on _____ He/She
Name of Deceased City
 was _____ years old. _____ was born on _____ to parents _____
 _____ and _____ in _____, _____
City State

Did they move? *Where and in what year?* _____ in _____
 _____ in _____

Veteran? Place and year enlisted _____ in _____ Branch _____

Rank _____ War(s)? _____ Year discharged _____

What did they do in Military? _____

Did they marry? *Where did they meet and when?* _____ in _____

What year did they marry and where? _____ in _____

Any moves as a couple? *Where and in what year?* _____ in _____

Did they have children? *How many?* _____.

Activities and hobbies enjoyed: _____

Take time to write a few words of your own: _____

Survivors Names	Relationship	City/State
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Survived by) How many Grandchildren? _____ Great Grandchildren _____ Nieces and nephews _____

Preceded in Death By: _____ *Relationship* _____ Brothers _____

_____ Sisters _____

Contact and email of person handling obituaries: _____