Boroondara Cemetery

boroondaracemetery.com.au

HOW TO PLAN AND ORGANISE A FUNERAL

Funeral planning checklist

Use this checklist to keep track of what's done and what's next. Tick each item off as you go, and keep the key details together in one place.

1 In the first day or two

- [ ] Get the medical certificate from the doctor or hospital
- [ ] Tell close family and friends
- [ ] Look for a will, letter of wishes or prepaid funeral plan
- [ ] Call Boroondara Cemetery to check for an existing family grave
- [ ] Contact two or three funeral directors and choose one

2 Before the funeral

- [ ] Decide on burial or cremation
- [ ] Choose the grave or memorial position, and confirm the right of interment
- [ ] Get an itemised quote and check the cemetery fees
- [ ] Set the date, time and place
- [ ] Choose a celebrant, music, readings and speakers
- [ ] Place a death notice and share the details with family and friends
- [ ] Arrange flowers, photos and catering

3 After the funeral

- [ ] Order certified copies of the death certificate
- [ ] Notify banks, superannuation funds, Centrelink and other organisations
- [ ] Decide where the cremated remains will be placed, if your loved one was cremated
- [ ] Choose a headstone, plaque or memorial when you're ready

Key details

FUNERAL DIRECTOR

FUNERAL DIRECTOR PHONE

DATE AND TIME OF THE FUNERAL

PLACE OF THE SERVICE

CELEBRANT

BOROONDARA CEMETERY

03 9853 7025

Notes

You don't have to do this alone.

Our team can talk you through your options at any stage.

03 9853 7025

430 High Street, Kew VIC 3101

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