



**WILLIAM BARRETT & SONS**

FUNERAL DIRECTORS EST 1897

Information provided by:

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Reference number:

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# The Next Step

The South West's Funeral Directors. Since 1897.





## It's normal for people to avoid speaking about death.

When the subject is raised, we are confronted with our own mortality and that of those we love. However, discussing death and funerals can make it easier when faced with the reality of them.

The death of a loved one may bring shock and disbelief, which can make it a difficult time to make decisions. The purpose of this booklet is to guide you through the steps which need to be taken after someone dies, and outline what can be done in preparation.

If you would like to speak to a funeral consultant, we offer our assistance at any time of the day or night on 08 9722 5311.

ADRIAN BARRETT

## About Us

William Barrett and Sons was established in 1897 and remains the leading funeral home in the South West of Western Australia. We are a family-owned and operated business. Over four generations, William Barrett and Sons has served the community with an unparalleled range of facilities and highly-trained and compassionate staff.

We offer a pre-arranged funeral planning service, comprehensive funeral options, individually tailored cultural considerations, embalming and additional special care options. Some of these include catering and function rooms for post funeral gatherings, memorial photograph/video productions, online tributes, webcasting, photo book production, graphic design and a host of other key services as requested. We work closely with a trusted network of local florists, celebrants, clergy, cemetery and crematorium staff and departments to help ease the pressure on families when a loved one dies.

Aside from funerals, we also host free grief support sessions, events to foster death literacy in our community and sponsor many clubs and charities throughout the region.

William Barrett and Sons is also an active member of the Australian Funeral Directors Association, Selected Independent Funeral Homes and Australian Institute of Embalming, which ensures we operate in accordance with the highest standards and contribute towards raising standards in the industry nation-wide.







## The Value of a Funeral

Funerals are a vital part of the grieving process for those left behind. They provide an opportunity to say goodbye, grieve and receive support from others. They are not solely for the deceased but serve as a way for everyone connected to the person to honour their memory and come to terms with the death.

Throughout all recorded history, cultures have recognised the significance of rituals to acknowledge the deceased and provide closure for the living. Today, funerals are evolving to reflect the individuality and uniqueness of the person being honoured, with more emphasis on personalisation and meaningful touches.

Contrary to common perception, funerals don't have to be sombre affairs. They can be relaxed, celebratory, and reflective of the life lived. The focus is on authenticity and honouring the person's legacy in a way that resonates with those who knew them best.

Participating in a funeral helps to navigate the initial stages of grief and provides a safe space to express emotions, share memories and accept support from others. It reinforces the reality of the loss and allows for collective support, which is crucial in the healing process.

Ultimately, funerals are about acknowledging the significance of the relationship, expressing gratitude, and finding solace in the support of others.

### Wolfelt's Hierarchy of the Purposes of Funerals

To the right are the many reasons why we have had funerals since the beginning of time. The most practical reason is on the bottom, and the most spiritual and significant is at the top. This hierarchy is an excerpt from the work of Dr. Alan Wolfelt, Founder and Director of the Centre for Loss and Life Transition in North America.



## INTEGRATION

Funerals prompt us to reflect on our values and how we want to spend our remaining days. They help us appreciate life and death, reminding us to live fully with joy and love.



## MEANING

Funerals provide a time and place to reflect on profound questions about life and death, helping us seek answers and find peace.



## EXPRESSION

When a loved one dies, we experience many emotions, collectively called grief. Expressing this grief through crying, talking, sharing memories, and participating in the funeral is called mourning. Mourning helps prevent our emotions from becoming overwhelming and promotes healing.



## SUPPORT

Funerals bring together those who cared for the deceased, providing a crucial time for the living to remember, support, and grieve together, even if the deceased requested no funeral.



## RECALL

Funerals help us transition our relationship with the deceased from presence to memory. Sharing memories, we learn new things and see how their life impacted others.



## REALITY

When a loved one dies, we must confront the difficult reality of their death. While it's hard to accept, funerals help us begin this process. Initially, we understand it intellectually, but over time, we come to accept it emotionally.

## The First 24 Hours

The first 24 hours following the death of a loved one can be a haze of emotion. However, this is also a time when some initial decisions will need to be made.

It is important to take time and not to rush these decisions where possible. A funeral director can be contacted at any time on 08 9722 5311 for guidance.

A person may die in varying circumstances, but there are two categories of death;

1. **a reportable death**, in which the Coroner may be involved; and
2. **a non-reportable death**, in which the deceased's doctor will complete the paperwork required for a funeral.

A doctor, two registered nurses or a police officer must attend the place of death to 'Certify Life Extinct', and establish whether the death is reportable before the funeral director is able to attend. If a person dies in nursing care – either in hospital, an aged care facility or at home – nursing staff will assist you.

In most cases, the police will not need to attend unless the death:

- Was unexpected, unnatural or violent, or resulted directly or indirectly from injury.
- Occurred during an anaesthetic or as a result of an anaesthetic procedure (e.g. following a surgery).
- Is of a person whose identity is unknown.
- Is of a person who immediately before death was a person held in custodial care.
- Appears to have been caused by or contributed to while the person was held in custodial care.
- Appears to have been caused by or contributed to by a member of the police force.
- A medical practitioner is unable to certify the cause.





If the police are involved, they will arrange for the Coronial Contractor to transfer the deceased to the nearest hospital mortuary, or to our Care Centre in East Bunbury, as we are the South West Contractor for the Coroner of WA.

In all other circumstances, it is advised to call the deceased's usual doctor's surgery. Most doctor's surgeries will have an after-hours number to call if a person dies outside of business hours. If there are nursing staff present, they may be able to assist with this process. Once the death has been certified, you may call us to attend.

It is also important that all family members who wish to have time with the deceased, have that opportunity before we attend. Sometimes this may be a few hours, or even overnight.

When William Barrett and Sons staff arrive at the place of death, family members are welcome to assist or witness us taking their loved one into our care. We encourage families to be involved as much or as little as they wish throughout the entire funeral process.

When phone contact is made, we will ask for the following information:

- The deceased's full name and date of birth.
- Your full name, relationship to the deceased, and contact phone number.
- The place of death.
- Whether the death has been certified by a doctor or nursing staff.
- An appropriate time for us to attend.
- The approximate height and weight of the deceased.
- Accessibility to the place of death.
- Whether there is a Pre-Arranged Funeral Plan.

We may also discuss some preliminary funeral wishes, paperwork requirements, and organise a time and place to meet for the funeral consultation.

## Arranging a Funeral

At the funeral consultation, we will assist with planning all aspects of the ceremony; obtain information to register the death with the Registry of Births, Deaths and Marriages; and complete documents required to allow burial or cremation. A funeral is often held within a week or two of death, but can be delayed as long as required.



### Who is responsible for arranging a funeral?

The Executor named in the Will is legally responsible for all the affairs of a person following death, including funeral arrangements. However, any close relative or friend is able to look after the funeral arrangements if all immediate family are in agreement. If there is any conflict, the Executor will have the final say.

When a person has no Will, the Next of Kin, a close relative, or a friend may take responsibility. If there is unresolvable conflict a Court may need to appoint someone. Court action delays funeral arrangements considerably and is a last resort. If a person has no Will and no family or

friends wishing to be responsible for funeral arrangements, the State may fund a simple burial service after a period of time.

If there are family members who wish to be responsible, but neither they nor the deceased have assets, the State may authorise and fund a basic funeral through the Bereavement Assistance Program.

Centrelink and other organisations may also be able to assist financially depending on individual circumstances.



## What is a Funeral?

Funerals are often held in a Church, funeral chapel or crematorium chapel. However, they may be held in any meaningful place such as a park, sporting facility or civic building. Following the service, there will need to be final disposition of the body of the deceased, either through burial or cremation. Religion, cultural tradition or personal preference may shape this decision.

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## What is a Memorial Service?

A Memorial Service is a type of funeral held without the deceased in attendance. A memorial service is usually held if a person dies away from home, if the body is not recoverable from the place of death, or burial or cremation has already occurred.

## Burial

A person may be buried in a re-opened grave or a new grave. Two to three people may be buried in the same grave depending on the cemetery. The grave may be in a lawn cemetery, general cemetery, natural burial area, a vault or mausoleum.

All cemeteries in WA are publicly-owned and run by the local government authority or a cemetery board. According to the Cemeteries Act 1986, all cemeteries require a current Grant of Right of Burial. This grant is issued when a grave is purchased and is valid for 25 years. The grant must be renewed each subsequent 25 years to ensure cemetery upkeep. The person named on the grant is the only person that is able to authorise further burials in the grave or the erection of monuments.

It often takes six months or more for a monument to be erected on the grave, however William Barrett and Sons can supply a temporary grave marker if required.

**Lawn Cemeteries** allow a small monument at the head of the grave and there is no division of religious denomination.

**General Cemeteries** allow full monuments to cover the grave and are usually divided into religious denominations.

**Natural Burial Areas** are shallow, unmarked graves in a bushland area. The deceased's clothing and casket must be biodegradable in order to break down and return to nature.

**A Vault** is a below or above ground tomb, usually in a General Cemetery.

**A Mausoleum** is an above ground building which holds the casket in crypts. The deceased must be embalmed to be entombed in a mausoleum.



## Cremation

Cremation is the burning of the body and coffin which results in only the ashes remaining. When a person is cremated the entire coffin is placed in the cremator. After the cremation process, the person who applies for the cremation is responsible for the ashes.

Ashes may be left in the care of the crematorium for some time, placed in the grounds of a cemetery or crematorium, kept in an urn or in jewellery, interred in a forest, scattered, or made into a keepsake, such as an ash-glazed clay keepsake. Initially, the crematorium will supply a simple container for the ashes.

## Coffins & Caskets

By law, a deceased body must be enclosed in a solidly constructed coffin or casket to enter a cemetery or crematorium. William Barrett and Sons offer an array of coffins and caskets to suit individual tastes and budgets. They may be constructed from a variety of materials including custom-board and solid timber, as well as less traditional materials such as wicker, wool and steel. Coffins and caskets may also be personalised with images, paintings and designs.





## Additional Products & Services

Aside from our core role of planning and conducting the funeral service, we also supply a range of additional services which may be required.

| Additional Products & Services     |  |
|------------------------------------|--|
| <b>Vehicles</b>                    | William Barrett and Sons have a fleet of modern four and seven-seat passenger limousines to transport mourners.  |
| <b>Photographic/video tributes</b> | We have professional audio-visual staff to assist in producing a fitting personal tribute, and portable TV units for playing tributes at venues.   |
| <b>Printed materials</b>           | From simple bookmarks to Mass booklets, thank-you cards and orders of service, our graphic designers and printers can produce individually-styled materials. Our media team also produces memorial photo books which are included in the production of a photographic tribute. |
| <b>Online tributes</b>             | We offer individually-tailored tributes on our website where family and friends can see funeral information, watch photographic tributes, see personalised printing designs, watch the service recording or live-stream, and leave messages.                                   |
| <b>Catering services</b>           | William Barrett and Sons has function rooms and catering staff at our Bunbury and Busselton sites for post-funeral gatherings.   |
| <b>Recording/webcast</b>           | William Barrett and Sons can organise a recording or webcast of the funeral service for family and friends unable to be present.   |



## Preparation of the Deceased

The choice to see a loved one prior to a funeral is a personal decision. It is important for each individual to do as they wish and not be swayed by the decision of others. When we meet to discuss the funeral arrangements it is helpful to have clothing and make-up (if applicable) and also a recent photograph. This will assist us with preparation of your loved one.

We will prepare your loved one in a way that is acceptable for a viewing whether you choose to see them or not. The family may assist in dressing their loved one or do their hair or make-up if they wish. When a person dies their body begins to break down. This can be delayed through refrigeration, but the most effective way to delay the breakdown is by embalming.

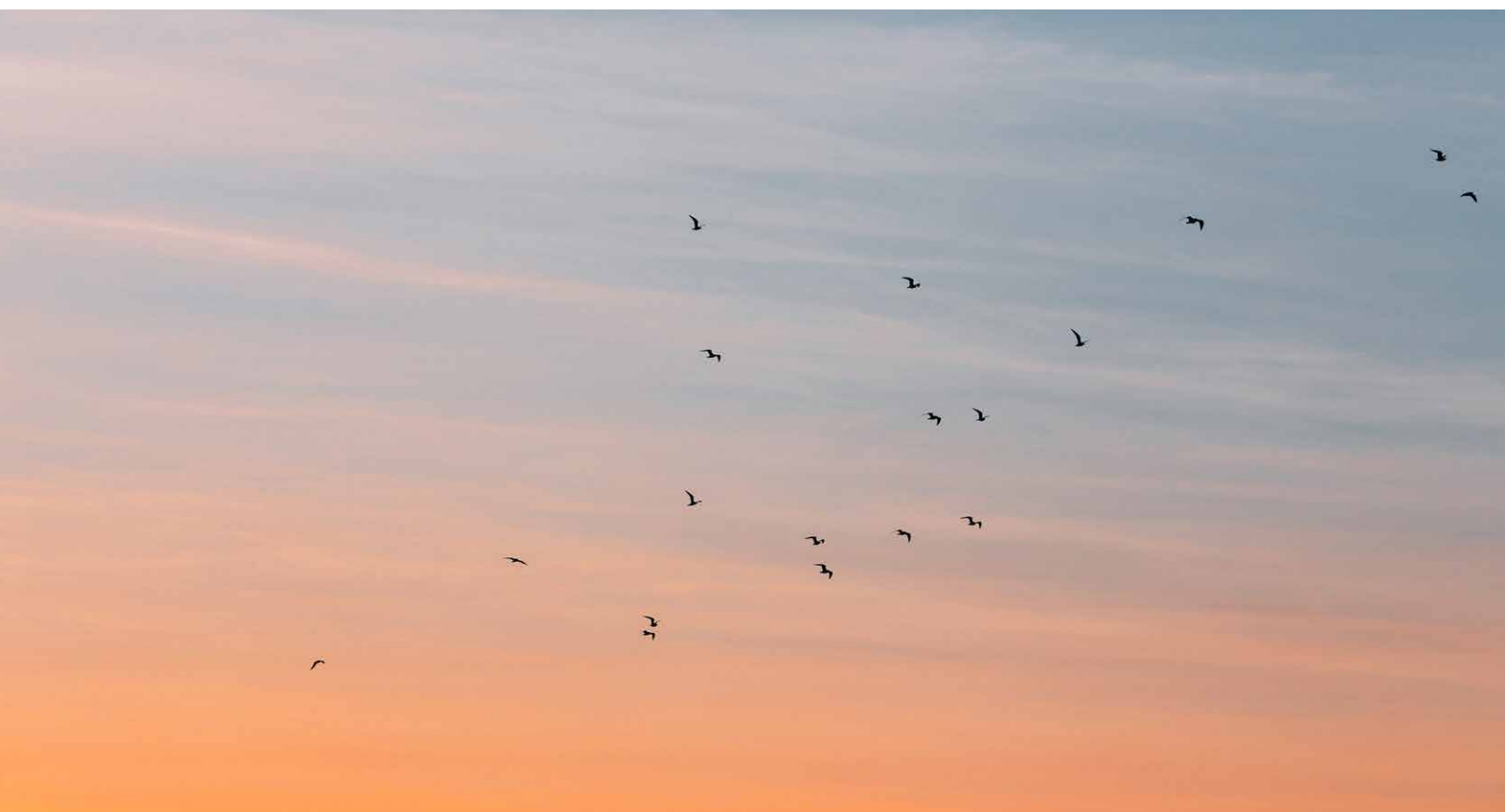
Embalming is a surgical procedure similar to a blood transfusion. A qualified embalmer injects a solution into the circulatory system which preserves and disinfects the body and gives a more life-like appearance.

Embalming is optional, however, it would be recommended or required:

- For interstate or international travel.
- If there is an extended period between death and funeral.
- If the deceased is to be entombed in a mausoleum.
- If a family member or friend would like to assist in dressing.
- If someone is to be taken home overnight.
- If there has been some physical trauma, or following a post-mortem examination.
- If there is an infectious disease present.

The preparation of a deceased person is an honour and our mortuary staff have the highest regard for the dignity and confidentiality of the deceased. Our mortuary staff are among the most highly-trained in Australia.

Please be aware, we also have a portable thermoelectric cooling unit (Cuddle Blanket) available for families wishing to have their loved one at home for some time, so please enquire if that is an option you wish to consider.





## Price Transparency & Care

At William Barrett and Sons, we strive to offer transparency and clarity in all our services to ensure that you have a clear understanding of the costs involved.

We believe in being upfront about pricing, which is why we itemise all costs associated with our services. Our website features a helpful tool to provide you with an estimate of expenses, but for the most accurate indication we offer a no-obligation quote tailored to your specific needs, so please call us to find out more.

We recognise that every family has different financial considerations, and we are committed to working within all budgets. Our goal is to create a meaningful and memorable funeral service which honours the life of your loved one, whilst also providing comfort to those left behind. This can be achieved in a myriad of ways.

It is important to note that many costs associated with a funeral service come from external sources, such as florists, newspaper notices, and cemetery or crematorium fees. We do not take commissions from these outside agencies, ensuring that you receive fair and transparent pricing.

At William Barrett and Sons, we are here to support you every step of the way, offering compassion, guidance, and respect during this difficult time.

# Grief

Grief is the complex emotional response to loss. While it is a normal reaction, individuals experience grief differently. Feelings of anger, frustration, sadness, guilt and even relief are common.

## Helping someone grieve

People are often unsure how to act around someone who is grieving. Below are some points that may assist in helping someone through the loss of a loved one.

**1. Call them** instead of saying “call me”.

**2. Be there for them** if they do call you.

**3. Listen.**

Talking can be the best therapy, but they must be ready. Don't assume they want to hear how you moved on from your losses.

**4. Avoid clichés.**

Such as 'they've gone to a better place' or 'they had a good innings'. It is better just to let them know you are sorry for their loss.

**5. Reminisce with them if they are ready to talk.**

It can help to remember good times, times past and share stories. Even talking about bad times can be a form of reconciliation.

**6. Offer humour.**

It can help to laugh over the little jokes that were shared, funny anecdotes and sayings of the person.

**7. Be patient.**

You may think they have grieved a long time, but there are no time limits or rules.

If you feel you or someone you love may benefit from professional assistance or group discussion please call **08 9722 5311** or visit **barrettfunerals.com.au** for a list of organisations that may be able to assist.

## Education, Grief Support & Public Awareness

Death is a subject rarely spoken about, but through open discussion we are better prepared to deal with the reality of it. William Barrett and Sons offer professional presentations to groups or individuals on topics surrounding death, dying and bereavement. We also offer free grief support sessions periodically with experienced and qualified counsellors.

These sessions are listed on our website or Facebook page. If you would like to discuss this, please phone **08 9722 5311** or email **info@barrettfunerals.com.au**.



# Children and Funerals

## *Breaking the news*

Speaking to children about death and grief is hard. We have a free resource to assist in this titled *'Treasuring Your Precious Memories'*. Please ask for a copy from our offices. Some tips include:

### **1. Breaking the News.**

Someone emotionally close to the child should deliver the news.

### **2. Choose a Location.**

Ensure you won't be disturbed.

### **3. Stick to Facts.**

Share known facts; find out before telling the child if unsure.

### **4. Use Clear Language.**

Use words like died or death and avoid misleading terms like 'they've gone to sleep'.

### **5. Be Present.**

Let the child ask questions and answer as clearly and factually as possible. If you don't know, say so.

### **6. Be Patient.**

Give the child time to understand and react.

### **7. Involve them in Funeral Arrangements.**

Involving children in the process, especially as they grow older, empowers them and validates their grief. They might choose a song, select a poem, draw a picture, or write a letter for their loved one.

### **8. Model Grief.**

It's okay to cry in front of the child; it role models healthy grieving.

### **9. Clarify Misconceptions about Death.**

Due to young children's misconceptions about death, you may need to emphasise that:

- The death could not be prevented by the person or the doctors.
- The person loved the child and was not angry with them.
- The person will never come back to life.
- The child is safe and will continue to be loved and cared for.
- They can still talk about, record, and share memories of the person.
- It's okay to play and have fun.

## *The day of the funeral*

### **1. If there is a viewing and the child wants to view their person, prepare the child for the experience.**

Describe the room, the casket, how the deceased will look and feel, and explain that the skin may look different due to the body no longer working. Explain how adults may behave at the funeral – crying or even laughing while reminiscing. If the child wishes, help them approach the casket. Viewing can help the child understand death. Focus on familiar features and plan the first viewing in private with a supportive adult. The child's age, desire to see their loved one, and maturity are critical factors to consider.

### **2. Suggest specific ways for the child to express their feelings.**

They might place something in the coffin, write a letter or draw a picture. Young children may want to touch the deceased or look under the closed part of the casket to know that the legs are actually there. Older children may value time alone to talk to the deceased. Be responsive and supportive of what the child wants to do. Do not force them to engage in any uncomfortable activity.

### **3. Seek out other trusted adults for help.**

Parents also grieving may not always be available to support their child. Another trusted adult can help comfort the child, answer questions, and leave the room with the child if necessary.

## Pre-Arranged & Personalised Funerals

William Barrett and Sons believe that a funeral service should celebrate the life of a person in a personal way. When someone dies, those left behind are responsible for shaping the funeral. Their best guide to doing this can be the wishes left behind by their loved one. A pre-arranged funeral plan can guide a family in what their loved one wanted and felt was important in their lives.



### Why pre-arrange?

People may pre-arrange a funeral for a variety of reasons. Some people want to have their wishes recorded for future reference, others to gain financial benefit or for the financial benefit of others, or simply to lift some of the burden from their loved ones during an incredibly difficult time. Whatever your motivations or personal circumstances, William Barrett and Sons can assist with the pre-planning that is right for you.

It's important to remember that the design of your funeral is limited only by your imagination. Selecting music that resonates deeply, choosing

a location with special significance - whether it's a family farm, a beloved beach, or a picturesque winery - can ensure a deeply personal tribute. For some, honouring their faith, cultural traditions, or commitment to sustainability is paramount. We are dedicated to ensuring that each service reflects the individual's values and celebrates their life. Our goal is to help create a meaningful farewell. There are many ways to achieve this, so please feel free to ask as many questions as you wish.



## Pre-planning

According to individual wishes, a funeral may be pre-planned, pre-funded, or both. When a funeral is pre-planned, William Barrett and Sons record your wishes for the funeral. If your wishes are written down, it removes doubt for those left behind in planning the funeral and can reduce conflict in some circumstances. People often record their funeral wishes in a Will, but in many cases, the Will is not read until after the funeral, and funeral wishes in a Will are not binding.

When pre-planning, the personal information required for death registration is also recorded. It is very important to have this information recorded, as it is required to obtain the death certificate. A personal details profile is located within this book to record basic funeral wishes, information for your executor, and information required for death registration. Regardless of whether you wish to pre-plan your funeral, it is helpful to complete this information and let your family and Executor know where it can be found.



## Pre-Funding a Funeral

Pre-arranging a funeral is recording your wishes for your family's benefit in the future. An additional option is to pre-fund the funeral. Once a funeral is pre-arranged, it is possible to give an estimate of the current day costs of the service.

Once the estimate is known, if you wish to pre-fund your funeral, you may choose either a Variable Pre-Paid Contract or a Funeral Bond. Each type of pre-funding has benefits and drawbacks, so it is important to understand these before making a decision. If unsure of what is best for your circumstances, you should speak to a financial advisor.

### **Variable Pre-Paid Contracts**

Variable Pre-Paid Contracts are a legal agreement in which certain aspects of the service have fixed costs when paid, and other aspects of the service may be funded, but not fixed (known as 'variable' fees). Before entering a contract, the fixed and variable items are made clear.

After the funds are paid, they are: distributed to the ATO, in the form of GST; paid to the Cemetery Board, if the burial or cremation may be pre-paid; the administration fee is withdrawn; and the remainder is invested in a funeral bond with a third party friendly society. The bond is assigned, meaning the bond may not be moved from William Barrett and Sons as the beneficiary without penalty, and the funds may not be accessed until the time of the funeral.

Variable Pre-Paid Contracts have the benefit of being able to fix some of the costs, however the amount invested is less compared to a funeral bond, as under Australian tax legislation the GST must be paid prior to the investment. Variable Pre-Paid funds must be fully paid at the time of making the contract, and may not be paid over time.

### **A Funeral Bond**

A Funeral Bond is a type of funeral pre-funding in which an amount of money may be invested to cover future funeral expenses. The Bond may be nominated to William Barrett and Sons as the beneficiary, however the nominated beneficiary may be changed if you move, or choose another funeral director to complete the service. As there is no contract, none of the items are fixed-price (except the Cemetery Board fees, if the Cemetery Board offers pre-paid Burial or Cremation).

As opposed to a Variable Fixed Price Contract, the GST is invested in the Funeral Bond, allowing a greater potential return on investment. Part payments may also be made into a funeral bond, and at the time of the funeral any excess funds in the bond will be returned to the Estate. However, if there is a shortfall between the bond and the funeral expenses, the authoriser of the funeral will be responsible for the shortfall.

## Frequently Asked Questions

### **Why don't I just set aside a bank account?**

Any form of pre-planning is beneficial and having a dedicated bank account will help those left behind from a financial point of view. However, a bank account is counted as an asset and may affect your pension. Conversely, a pre-paid funeral or funeral bond is not classified as an asset and does not affect Centrelink or DVA pension up to a certain amount. A bank account may not be accessible to the funeral organiser either, depending on who is authorised on the account.

### **What about funeral insurance?**

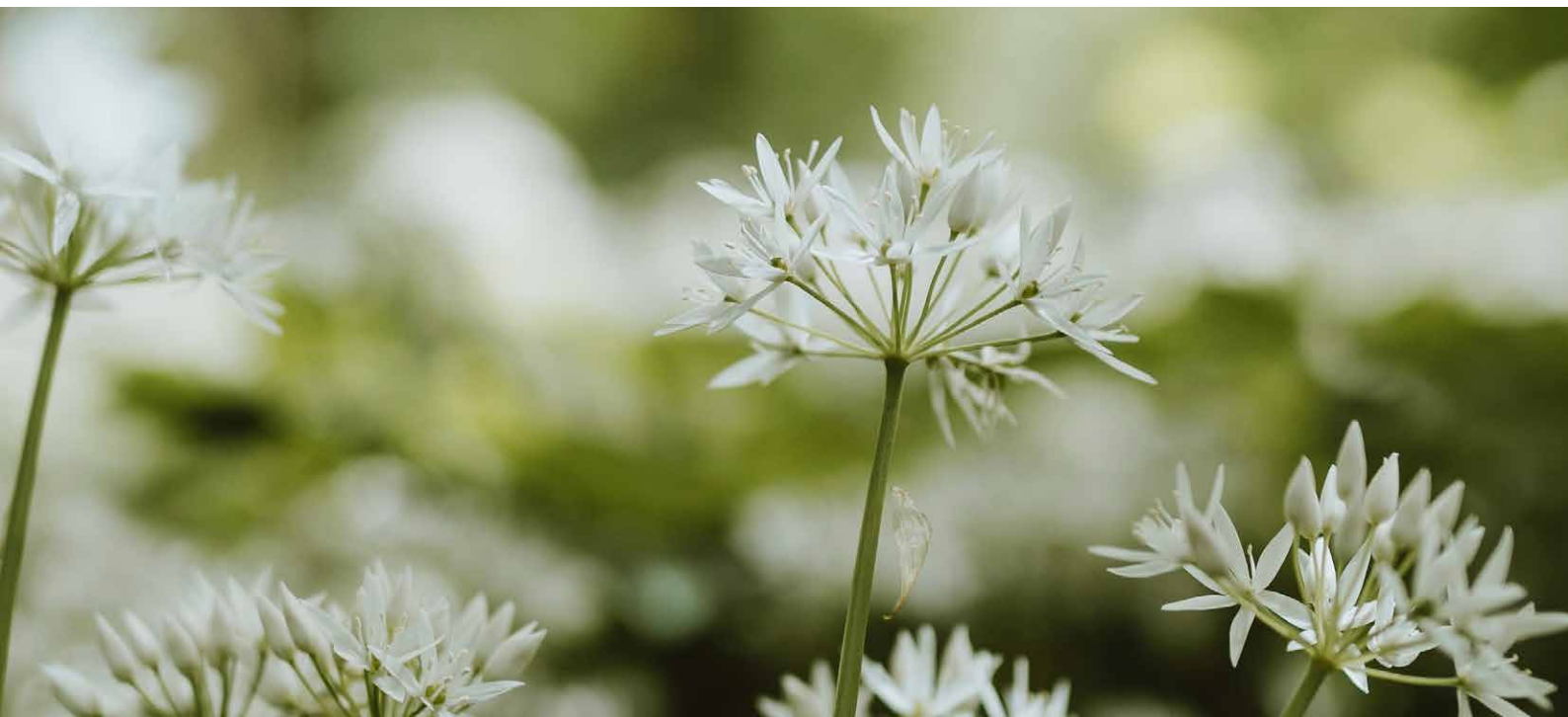
Like having a bank account set aside, having funeral insurance is better than having no funding at all. However, insurance as a product relies on more people not claiming, or paying more in premiums; than is paid out in claims. For a product like a funeral, which everyone will need one day, most people will end up paying more in insurance, or defaulting on their payments, than will be paid in claims. Of course, this is in the aggregate, and some people benefit from having funeral insurance in place.

### **What happens when death occurs?**

William Barrett and Sons should be notified and the arrangements will begin to be put in place. A copy of the plan is given to the plan holder at the time the pre-arrangements are made and it is helpful if this can be referred to prior to the arrangements. All the funeral arrangements will be discussed again so those making the arrangements are aware of the deceased's wishes. If circumstances have changed over time, changes may be made. If there is any financial adjustment, an estimate of those costs will be provided.

### **Who should know about the plan?**

Open discussion among family members is advisable. If everyone is aware of the existence and type of plan, it can save confusion at the time of death. At the very least, the Executor or person responsible for making the arrangements should be made aware of the funeral plan, and some of the details such as whether the plan is pre-funded in some manner.



## Important information for my loved ones

These forms have been designed to record some of the important information that will be needed when funeral arrangements are made. This information will assist us in obtaining a Death Certificate and other vital tasks related to the funeral service. Please take a few moments to complete the forms as thoroughly as possible.

### Personal Information

Full Legal Name: .....

Residential Address: .....

Date of Birth: ..... Identifies as: ☐ Male ☐ Female ☐ Other: .....

Place of Birth (Town and Country): .....

Period of Residence in Australia (if Born Overseas): ..... Year of Arrival: .....

Aboriginal or Torres Strait Islander Origin? (If both, cross both 'Yes' boxes) ☐ Yes, Aboriginal ☐ Yes, Torres Strait ☐ No .....

Occupation: .....

Name and Address of Family Doctor: ..... Phone: .....

Pension: ☐ Centrelink ☐ Veterans' Affairs ☐ Other: ..... Reference Number: .....

### Parents Particulars

#### MOTHER

Surname: .....

Maiden Surname: .....

Given Names: .....

Main Occupation: .....

#### FATHER

Surname: .....

Given Names: .....

Main Occupation: .....



Marriage Particulars

Marital Status: ☐ Never Married ☐ Defacto ☐ Married ☐ Divorced ☐ Widowed ☐ Unknown ☐ Tribal

FIRST MARRIAGE

To Whom Married (full name at time of marriage):

Date of Marriage: Place of Marriage:

SECOND MARRIAGE

To Whom Married (full name at time of marriage):

Date of Marriage: Place of Marriage:

THIRD MARRIAGE

To Whom Married (full name at time of marriage):

Date of Marriage: Place of Marriage:

FOURTH MARRIAGE

To Whom Married (full name at time of marriage):

Date of Marriage: Place of Marriage:

Defacto Partner's Name:

Children (Names of children in order of birth. If deceased, state so, in lieu of age. If unnamed, state sex.)

| Name | D.O.B | Sex | Known As |
|------|-------|-----|----------|
|      |       |     |          |
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# Funeral Wishes

Funeral wishes:   ☐ Burial   ☐ Cremation   ☐ Location:

Funeral service location preference:   ☐ Funeral Chapel   ☐ Church   ☐ Crematorium Chapel   ☐ Graveside Only  
☐ Other:

Preference for final resting place: (specific cemetery plot or urn placement)

Person to conduct service:   ☐ Clergy   ☐ Celebrant   ☐ Other:

Organisations to participate in service:

Musical preferences:

Photo tribute:

Suggested readings, poetry, etc.:

Floral preferences:

Clothing and jewellery preferences:

Pallbearers:

Use of William Barrett and Sons catering rooms:

**OTHER PREFERENCES**

# Other Important End-of-Life Planning Information

It may be helpful for your loved ones to leave a copy of the following documents and information.

**WILL**

Location: \_\_\_\_\_ Executor: \_\_\_\_\_

**LIFE INSURANCE POLICY**

Company Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_

**HEALTH INSURANCE POLICY** (if applicable)

Company Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_

**SUPERANNUATION FUND NAME**

Beneficiary: \_\_\_\_\_ Account Number: \_\_\_\_\_

**BANK ACCOUNTS OR CREDIT CARDS**

Bank Name: \_\_\_\_\_ Account Number: \_\_\_\_\_ BSB: \_\_\_\_\_

Bank Name: \_\_\_\_\_ Account Number: \_\_\_\_\_ BSB: \_\_\_\_\_

**INVESTMENTS, DEEDS & TITLES**

**LAWYER**

Name: \_\_\_\_\_ Contact Info: \_\_\_\_\_

**ACCOUNTANT**

Name: \_\_\_\_\_ Contact Info: \_\_\_\_\_

**TAX DOCUMENTS**

Tax File Number: \_\_\_\_\_ Location of Documents: \_\_\_\_\_

**MEDICAL INFORMATION** (Important health info, Advanced Health Directive & organ donor wishes)

**OTHER INFORMATION**



## **WILLIAM BARRETT & SONS**

FUNERAL DIRECTORS EST 1897



**SELECTED**  
*Independent*  
FUNERAL HOMES®  
Member by Invitation



AUSTRALIAN  
FUNERAL  
DIRECTORS  
ASSOCIATION



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### **CARE CENTRE**

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