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It's an uncomfortable truth, but we will all pass away at some point.

Planning ahead for this makes sense as it allows you to have a say in everything; from what songs are played at your funeral, to what happens to your body when you've gone, and any other specific details you wish to include.

Letting your family know what you want to happen can really help them through a difficult time, so think of it as an act of love for the people you care about.

They are dealing with grief, while at the same time having to take care of important matters such as legalities required by The Registry of Births, Deaths and Marriages.

Next of kin will also be asked to provide facts and stories about your life but may be so overcome with emotion that they have trouble thinking clearly and recollecting family history.

This little booklet is designed to help.

*"Every man's life ends the same way. It is only the details of how he lived and how he died that distinguish one man from another."*

Ernest Hemingway

**O**n the following pages you can record necessary legal information, choices for funeral arrangements, family history and personal stories.

There are many decisions to be made and options to consider, and doing this sooner rather than later can provide invaluable peace of mind for you and all concerned.

We encourage you to fill in the pages and leave the book somewhere safe and accessible. Who knows when someone close to you may need it.

You might even like to talk through various aspects with your family to ensure they understand your wishes.

If you have any questions whilst filling in these details, please feel free to call us for advice.

*"There are no goodbyes for us. Wherever you are,  
you will always be in my heart."*

- Mahatma Gandhi



*"Life has to end. Love doesn't."*  
Mitch Albom

### **Section 1**

Your details

Your wishes

Your history and stories

### **Section 2**

Information required when someone's life ends

### **Section 3**

About Mornington Peninsula Funerals

**Your personal details** – required by ‘Births, Deaths and Marriages’.

Title:  Mr  Mrs  Ms  Miss  Dr  Other

Your surname .....

Given names .....

Gender  M  F Date of birth / /

Residence name .....

Residential address .....

Suburb / Town .....

State ..... Post code .....

Aboriginal origin  Yes  No

Torres Strait Islander  Yes  No

Place of birth – Suburb / Town .....

State / County ..... Country .....

Date moved to Australia / /

Profession or occupation .....

Organ donor  Yes  No Ref. No. ....

Pension / VA / Centrelink No. (if applicable) .....

**Your parents**

Father’s name .....

Father’s main occupation .....

Mother’s maiden name .....

Mother’s occupation .....

**Your marital status** – required by ‘Births, Deaths and Marriages’.

Single  Married  Divorced  Widow/er  De Facto

**Details of your marriage(s)** if applicable

1. Place of marriage .....

Date / /

Spouse: Given names .....

Surname at marriage .....

2. Place of marriage .....

Date / /

Spouse: Given names .....

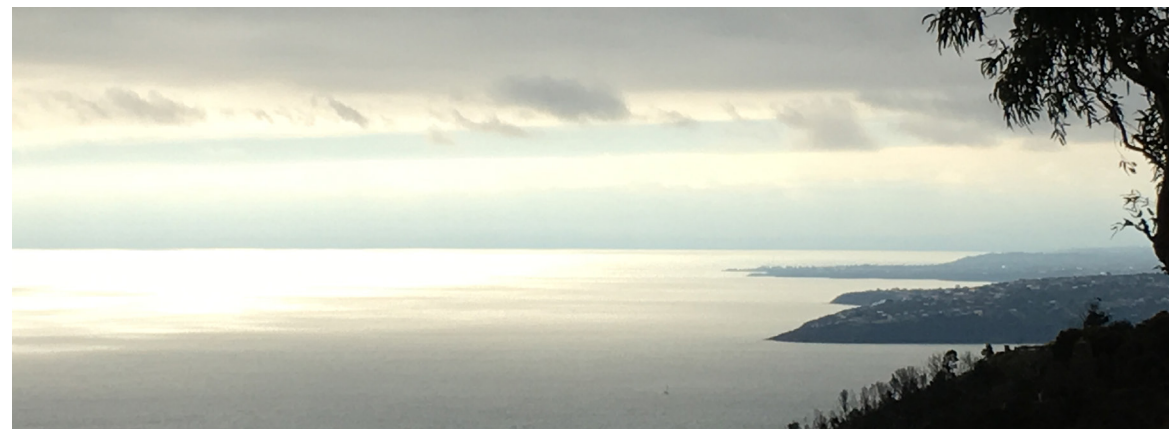
Surname at marriage .....

3. Place of marriage .....

Date / /

Spouse: Given names .....

Surname at marriage .....



**Your children** – required by ‘Births, Deaths and Marriages’.

Given Name	Surname	Date of Birth
1. ....	.....	/ /
2. ....	.....	/ /
3. ....	.....	/ /
4. ....	.....	/ /
5. ....	.....	/ /
6. ....	.....	/ /
7. ....	.....	/ /

Person(s) responsible after I have passed

Name .....

Address .....

Phone (H) ..... (Mob.) .....

Email .....

Relationship to you .....

This person is my executor  Yes  No

If ‘No’

Executor name .....

Address .....

Phone (H) ..... (Mob.) .....

Email .....

**Your wishes**

I would like my funeral to be at this church, chapel or venue:

.....

I would like no service to be held, just the following:

.....

If you wish to be cremated;

Preferred crematorium .....

Your ashes to be scattered / interned, where?

.....

If you wish to be buried, do you own a grave site?  Yes  No

Name of cemetery .....

Type of grave .....

Location if known .....

Deed-holder  Self  Other .....

Deed-holder address .....

*If you hold the deed to a grave site, please note that the deed will be passed down to next of kin after your death. They can authorize proceedings on your behalf.*

I would like my favorite music/song(s) played:

.....

.....

.....





## Section 2 – Information required when someone's life ends

It is beneficial for those left behind to have all the relevant factual information about the departed person and an understanding of their wishes.

This booklet, once completed, will provide answers to help guide family members and/or executors, along with the funeral director, to arrange a service that best fits the person who has passed away.

Mornington Peninsula Funerals can advise upon, and facilitate, all aspects regarding funeral arrangements.

We are available anytime to personally meet at your home, or our office in Dromana, for an obligation free chat.

### What happens first?

A medical certificate confirming that life has ceased will need to be signed by an authorised person. The funeral company can then take the deceased into their care.

The Registry of Births, Deaths and Marriages will then issue a formal death certificate which is required by some of the institutions listed overleaf to finalise affairs of the deceased.

### Who to notify?

- The deceased person's doctor
- Funeral director
- Family, friends, neighbours and pet minders if required
- Executor of the will
- Employer(s), colleagues
- Professional bodies (e.g. solicitor, accountant)
- Australian Taxation Office 132 865
- Banks, credit unions
- Centrelink payments 132 300
- Child Support services 131 272
- Clubs (e.g. the RSL, Lions, Rotary, sporting club etc.)
- Council rates department or landlord
- Department of Veterans' Affairs 133 254
- Electoral roll – State and National
- Foreign pension authority (if details are unknown contact Centrelink International Services) 131 673
- Health benefits fund
- Health professionals (e.g. physio, dentist, podiatrist, etc.)
- Insurance companies
- Internet provider & Social Media providers
- Local council services, eg. meals on wheels, library
- Medicare 132 011
- Local post office
- Religious advisor, Social Worker
- Superannuation fund
- Telecommunication providers (e.g. phones, internet)
- Utilities (e.g. gas, electricity and phone companies)
- Vicroads regarding vehicle registration and licence

## Mornington Peninsula Funerals – About us

Mornington Peninsula Funerals is a small, family-owned company run by long-time locals. Our mission is to help families honour the lives of their loved ones in a manner and setting most befitting them.

We pride ourselves on providing meaningful end-of-life services in diverse and special locations across our beautiful region, following through with absolute attention to detail and striving to uphold our values at all times.

We tend to every deceased person in our care with the utmost respect right through to the final farewell.

We hold ourselves and our employees to the highest standard of ethical behavior and are committed to communicating with families, and each other, in a respectful, supportive and sensitive manner.

Integrity underpins everything we do.

### Our ethics

Compassion  
Respect  
Integrity  
Diversity  
Value

Give yourself peace of mind; we are available to talk at a time that suits you best on 5982 0086.



  
*mornington*  
**PENINSULA FUNERALS**  
mpfunerals.com.au