



*Pre-Planning  
Your Final  
Arrangements*



Town of Norwell  
Cemetery Department  
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[NorwellDWP.com](http://NorwellDWP.com)

## **Pre Planning Your Final Arrangements**

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Personally prepared by: \_\_\_\_\_

Dear Family and Friends,

This is an outline of my final wishes and additional information that will be helpful in completing any necessary forms. It is my hope that this information provides comfort and guidance with making final arrangements and rather than burdened with so many decisions, you will be free to remember the happy years we shared together.

Love,

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

**Important notice to preparer:**

This booklet should be readily available to your family and friends at all times. It is strongly recommended that you involve your family and notify them of the location of this book. Do not keep in a safety deposit box or with a will since it may not be found until after the services have taken place.

## Service Preferences

Today there are unlimited options with planning funeral and memorial services. The services can be designated to be as special and unique as the individual. When planning services, we suggest that you use this section as a guidance for your loved ones. Since the service is primarily for the benefit of the survivors, it is important to consider the needs of your family. Your family may also find healing with being involved in planning some of the details of the services.

### Person likely to be in charge of the final arrangements:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Relation: \_\_\_\_\_

### Visitation/Gathering (For both earth burial and cremation services)

I would like a visitation with public viewing.

I would like a visitation with no viewing.

*(Closed casket or urn present)*

**Visitation to be held at:**  Funeral home  Church  Other

I prefer to have a private, family only viewing.

I do not want a visitation or viewing.

### Service: (For both earth burial and cremation services)

Services to be held at: \_\_\_\_\_

Clergy/Officiant: \_\_\_\_\_

Readings: \_\_\_\_\_

Music/Songs: \_\_\_\_\_

Soloist: \_\_\_\_\_

Organist/Pianist: \_\_\_\_\_

Pallbearers/Honorary Pallbearers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Disposition

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**Earth Burial (with casket)**

Name of Cemetery: \_\_\_\_\_

Location of Cemetery: \_\_\_\_\_

Is the grave already owned? \_\_\_Yes \_\_\_No

If yes, please provide any possible details such as the section, lot number or family plot the grave is in:

\_\_\_\_\_

**Cremation**

Name of Cemetery: \_\_\_\_\_

Location of Cemetery: \_\_\_\_\_

Is the grave already owned? \_\_\_Yes \_\_\_No

If yes, please provide any possible details such as the section, lot number or family plot the grave is in:

\_\_\_\_\_

**Other Wishes:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Vital Statistics

**Full Legal Name:** First \_\_\_\_\_

Middle \_\_\_\_\_ Last \_\_\_\_\_

Maiden Name \_\_\_\_\_

**Marital Status:**  Married  Divorced  Widowed  Never Married

Spouse's Name \_\_\_\_\_

If wife, specify maiden name \_\_\_\_\_

**Current Address:** Street \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

State \_\_\_\_\_ County \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Place of Birth:** \_\_\_\_\_

**Social Security Number:** \_\_\_\_\_

**Years of Primary/Secondary Education: (0-12)** \_\_\_\_\_

**Years of College:** \_\_\_\_\_ **Degree:** \_\_\_\_\_

**U.S. Veteran?**  Yes  No

If yes, which branch of service: \_\_\_\_\_ Conflicts: \_\_\_\_\_

Serial No.: \_\_\_\_\_ Rank: \_\_\_\_\_

Date of Entry: \_\_\_\_\_ Discharge Date: \_\_\_\_\_

*(You may want to keep a copy of the discharge paper with this booklet)*

**Parents' Name:**

**Father** \_\_\_\_\_

Father's Place of Birth \_\_\_\_\_

**Mother** \_\_\_\_\_

Mother's Maiden Name \_\_\_\_\_

Mother's Place of Birth \_\_\_\_\_

## Occupation and Family Members

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**Your Occupation:** \_\_\_\_\_

Which type of business or industry did you work? \_\_\_\_\_

\_\_\_\_\_

**Children and their locations of residence:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Brothers and Sisters and their locations of residence:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Other** *(if wanted to mention)*

\_\_\_\_\_

\_\_\_\_\_

**Number of grandchildren:** \_\_\_\_\_

**Number of great-grandchildren:** \_\_\_\_\_

## Background

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**Where did you grow up?**

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**Which school did you attend?**

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**Graduation date(s) & certificates/degrees earned?**

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**If married, where did you get married?** \_\_\_\_\_

Marriage date: \_\_\_\_\_

**Religious, fraternal and charitable organizations you belong to:**

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**Achievements:** (Personal and/or professional):

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**Hobbies:**

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**Additional Background Information:**

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## Other Information

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**In lieu of flowers, donations can be made to:**

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**Newspapers to place obituary in:**

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**Other Instructions:**

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