

Checklist of wishes

Tools to promote lifetime planning



*because
you matter*

**St Nicholas
Hospice Care**

A Registered Charity No. 287773

**For an alternative format or
language, please contact:**

enquiries@stnh.org.uk

Alongside preparing your Will, consider informing those responsible for your funeral of your wishes, and any other instructions you want known after your death.

The following is a list of suggestions only and is neither intended to be definitive nor legally binding, although you may wish to keep it, and any additional instructions, with your Will so that it is available to your next-of-kin and your Executors. Third-party websites are available to assist your choices covering, for example, such topics as organ donation and simple funerals.

About you

Full name(s)

Former name(s)

Full home address including postcode

(Former) Occupation

Spouse's / Civil Partner's (delete as appropriate) full name

Spouse's / Civil Partner's (delete as appropriate) former name(s)

Pet(s) and who should look after them

List here the contact details – primarily names and telephone numbers – of those who will take over your affairs after your death.

People to notify

Name

Telephone/email

Next-of-kin (who will notify other family members and friends)

First-named Executor of your Will (who will notify official bodies)

Guardian(s) of any minor children

Employer/Business Partner (if any)

Your client list (if self-employed)

Doctor

Solicitor

Accountant

Stockbroker

Insurance broker / pension adviser

Other

Important documents

Record here where your important documents are kept.
List separately other papers & items, authorities to notify,
social media & digital assets, passwords & PINs.

Document

Location

Your Will

Funeral plan / deeds to a burial plot

Birth certificate

Marriage/Civil partnership certificate

Divorce decree

Passport

NHS card

Organ donor card

House title deeds/rental agreement

Mortgage deed / documents

Council tax/local authority documents

Document

Location

Utilities (gas, electricity, water, telephone, internet etc)

Home / contents insurances

Driving licence

Car registration document (V5)

Bank accounts information

Credit cards and statements

Loans and HP agreements

Building society accounts information

Life insurances

Pension funds

Share certificates

Premium bonds and National Savings

Other savings and investments

Other valuables (especially if mentioned in your Will)

A record of your important passwords and PIN nos

Your remains

If you have a funeral plan in place you may have dealt with some or all of the following questions already. If not, you may find this checklist helpful in guiding your friends and family towards the type of funeral you desire as well as some of the other arrangements following your death that they may otherwise be unsure about.

State what should happen to your body or the name of the person who should make that decision. Say here if you wish to donate some or all of your organs

Would you like your next of kin to give consent if a post-mortem is necessary after your death?

Yes

No

Where would you like your body to rest before your funeral takes place?

At home

In Hospital
(if possible)

At the funeral director's
Chapel of Rest

Your preference for burial or cremation

Burial

Cremation

Cremation only: what should happen to your ashes?

Burial only: identify any reserved or preferred burial space or state your preferred choice of burial ground

Churchyard

Cemetery

Woodland burial site

Your funeral arrangements

Identify any publications in which you would like your death announced

Would you like a funeral service?

Yes

No

Who would you like to organise your funeral?

Your preferred funeral director (if possible)

Cremation only: if you would like a funeral service at a church or other venue as well as at the crematorium, identify the venue and leave separate instructions about what should happen at, and who should attend, each service

State your religion or other philosophy by which your funeral service should be guided

Who should lead the service? This could, for example, be a relative, friend, Minister of Religion, Humanist Minister or Civil Celebrant

Do you wish to restrict the service to family only, or just family and friends, or extend it to all-comers?

Are there any particular invitees whose attendance might otherwise be overlooked?

Who would you like to give the main address about your life? Nominate more than one person, if desired.

Would you like your friends to have the opportunity to speak about you at the service?

Yes

No

Nominate those who you would like to act as coffin-bearers, if not the funeral director's pall-bearers

Would you like flowers at your funeral?

Yes

No

Alternatively, donations should be made to: (if a charity, state full name and charity no, if known)

List here any specific requests for hymns, psalms, songs and pieces of music, and identify your preferences for opening music and closing music

List here any specific requests for readings, poems, texts and those who you would like to read them

State whether or not you would like some form of gathering after your funeral and what form it should take (specific location, invitees, type of food/drink etc)

Yes

No

Use this space for any additional instructions. For example, you may prefer a family-only funeral and a later memorial service for friends

Your signature:

Date: