

Personal Details

My Name: My Address:

My Date of Birth:

My Place of Birth:

My Wishes

This is not a legal document, but on my death, if circumstances permit, I would like you to:

Inform these people that I have died

Relatives and Friends

Full name

Tel number

Address

Postcode

Full name

Tel number

Address

Postcode

Full name

Tel number

Address

Postcode

Full name

Tel number

Address

Postcode

There are more people listed on an additional sheet at the back. (Tick if none)

My Doctor

Doctors name

Tel number

Surgery Address

Postcode

Registrar of Births, Marriage and Deaths

My local registry is at

Tel number

Address

Postcode

My NHS number is:

My Solicitor

I made my last Will on: (insert date)

My solicitors are: Shoosmiths solicitors, telephone 08700 86 3000

My original Will is kept: (insert location)

There is a photocopy of my Will in the:

The people I have chosen to be the Executors of my Will are:

I would like Shoosmiths solicitors to be instructed to administer my estate.

Make these arrangements

The funeral

I have already put in place a pre-paid funeral plan. YES NO

Please contact:

Pre-Paid Plan company or preferred funeral director's details:

Name
Tel number
Address
Postcode

Organ donation

I do not want to be a donor

I wish to donate the following organs:

My donor card can be found in:

Type of funeral ceremony

My religion is:

I would prefer the ceremony to be at:

The ceremony to be: (select as appropriate)

open to all for close relatives and friends only

To be (select as appropriate)

cremated buried

My casket/coffin to be:

My ashes/body to be left to rest at the cemetery/ burial ground/other space at:

I have already booked a grave.

YES NO

Readings from:

Music:

Family flowers only flowers as people wish donations instead of flowers to charity

Name of charity/charities:

Arrangements for after the ceremony

Carry out these tasks

Cancel the milk delivery

Milkman can be contacted by:

Collect house keys together

Spare keys are kept by:

Name
Address
Postcode

And there is a set of keys in/under the:

Inform my employer

Company name
Person to call
Address
Postcode

Suggested home for my pets

Locate important papers and give them to my Executors or tell them where they are.

Deeds to the house

Rent book

My birth certificate/marriage/ civil partnership certificate

My passport

Car registration documents

Cancel the newspapers

Newsagent can be contacted by:

Inform my landlord that I have died

Landlord's Details:

Name
Address
Postcode

Inform my accountant

Company name
Person to call
Address
Postcode

Suggested address to re-direct my mail to at the Post-Office

Bank/building society/ Post Office savings books/statements

Information about any loans I owe

Pension book/pension documents

Stocks/share certificates/Premium Bond certificates

Insurance policies and certificates

TV licence/satellite TV contract

Internet provider and contract

Mobile phone contract

Pay slips/income tax papers

Inform my bank/building society/credit card company

Bank/building society/credit card name

Telephone Number

Type of accounts I hold with them

Bank/building society/credit card name

Telephone Number

Type of accounts I hold with them

Useful contact numbers

Department of Social Security

Telephone Number

Inland Revenue

Telephone Number

Electricity company

Telephone Number

Account no

Other information I think may help you

Completed on (insert date)

Signed

Water company

Telephone Number

Account no:

Gas company

Telephone Number

Account no:

Telephone company

Telephone Number

Account no

District Council: Council Tax

Telephone Number

Account no