



# Suminski Family Funeral Homes, Inc.

Contact us By Phone: Suminski / Weiss (414) 276-5122 or Niemann / Suminski (414) 744-5156  
DUE TO THE PRIVATE NATURE OF THIS INFORMATION PLEASE DO NOT EMAIL IT BACK TO US

This form is a list of some of the information a funeral home will need to complete the legal documents for the state of Wisconsin and some considerations to take into account when pre-planning a funeral.

We have provided this form as a courtesy, to assist you in preparing for the pre-planning process.

We strongly recommend that you contact us to review the information and make sure you are aware of all your options and answer any questions you have. We can then keep a copy of this information and any selections of services or merchandise you make on file.

We do not charge for pre-planning and we are here to help.

## Personal Information for the Wisconsin State Death Certificate as of May 2010

First Name	Middle Name	Last Name
Gender	Male or Female	
Date of Birth		
City and State of Birth		
Social Security Number		
Current LEGAL Address		
City, State and Zip		
Highest Level of Education		
Occupation		
Employer/Type of Business		
Military Service		Yes or No
DISCHARGE PAPERS	TO APPLY FOR BENEFITS WILL NEED COPY OF THEM	
Branch of Service and Rank		
Date and Place Enlisted		
Date and Place Discharged		
Race		
Tribal Member - Yes / No	If yes Tribe:	
Hispanic Origin - Yes / No	If yes Specify	
Fathers First Name	Fathers Middle Name	Fathers Last Name
Mothers First Name	Mothers Middle Name	Mothers Maiden Name
Marital Status	Married / Never Married / Divorced / Widowed	
Spouses First Name	Spouses Middle Name	Spouses (Maiden Name)
If deceased when?	Place of Interment or Entombment?	



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## Person to be Legal Informant:

First Name	Middle Name	Last Name
Legal Address		
City, State and Zip Code		
Phone Numbers:		
Relationship		

## TYPE OF DISPOSITION:

If Burial - Name of Cemetery	
City, State	
Grave Location Information	

If Entombment - Name of Cemetery	
City, State	
Crypt Location Information	

If Cremation: Prepaid ?	
Burial Location	
Niche Location	
Return or Give to:	
If none of the above OTHER:	

## WHO HAS THE LEGAL RIGHT AND WILL SIGN AUTHORIZING THE CEMATION?

If Donation	Are the documents in place
What is the alternate plan in the event your donation is not accepted?	

## Other Personal Information

Religious Preference	
Place of Worship:	
Address:	
Telephone:	
Contact:	

Member of any Societies or Organizations	
List Names	Contact information





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## What are your wish's:

<b>A Funeral WITH A Casket Present:</b>	
The casket is to be opened for viewing or kept closed?	
Visitation or No Visitation	If a Visitation, it is to be at the Funeral Home or Other
A Religious Service	If a Service, it is to be at the Funeral Home or Other
A different type of service	Informal , Family Conducted or Lodge/Society Conducted
Military Honors ?	
IS Burial or Entombment to Follow	Is it to be PRIVATE or Can Anyone come
Pall Bearers:	
Is someone to plan a luncheon or gathering afterwards?	
Special Readings to Request:	
Special Music to Request:	
Flowers I would like:	
Clothing I want:	
Other:	
If questions about anything above or other ITEMS take instructions from:	

<b>A Memorial Service: ( No Casket Present ) Burial, Entombment or Cremation has already taken place</b>	
An Urn is to be present	
Visitation or No Visitation	If a Visitation, it is to be at the Funeral Home or Other
A Religious Service	If a Service, it is to be at the Funeral Home or Other
A different type of service	Informal , Family Conducted or Lodge/Society Conducted
IS Burial or Entombment to Follow	Is it to be PRIVATE or Can Anyone come
Is someone to plan a luncheon or gathering after the service?	Where:
Special Readings to Request:	
Special Music to Request:	
Flowers I would like:	
Other:	
If questions about anything above or other ITEMS take instructions from:	



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<b>Committal Service Only:</b>	
At the grave, by crypt if possible or in a chapel:	
Religious Service: Yes or No	
Military Service: Yes or No	
PRIVATE SERVICE: for family only	
Anyone can come	
Is someone to plan a luncheon or gathering afterwards?	
Flowers I would like:	
Other:	
If questions about anything above or other ITEMS take instructions from:	

<b>Direct Cremation:</b>	
This means no viewing, service or cemetery activity at all.	
After the necessary permits and time have passed cremation occurs.	
Cremated remains are to be returned to (Someone must claim them; the funeral home cannot dispose or store them for longer than 15 days):	
If questions about anything above or other ITEMS take instructions from:	

## What you may need to choose:

ITEM:	WHY:
Embalming or Not	If a public viewing is involved embalming is required
A casket	Many choices are available, some Cemeteries have minimum requirements for Entombments (i.e. a Metal Casket with a rubber Gasket)
A burial receptacle	Burial containers are required by most cemeteries. The minimum requirement is normally a grave liner, all it does is prevent the ground from collapsing, a Vault is a metal or concrete container with a liner.
An Urn	Cremains are returned in a plastic temporary container, some cemeteries will allow it to be buried or placed in a niche. Someone can take it home and it is all that is needed if the cremains are to be scattered. In addition we have many urns for you to choose from. Please note some cemeteries include a specific urn in the purchase of a niche so be sure to let your funeral director know.
Prayer cards or Memory Folders	A particular card and verse can be selected or a custom card can be made. We would need a picture and the special verse requested.
A Life Story Funeral	We would need twenty pictures and additional biographical background to prepare a customized Memory Folder and DVD's
A Marker or Inscription	Information For:



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## Information for Your Survivors

Remember wills are not read and access to a safety deposit box and other resources are not commonly available until after Certified Death Certificates are available. This usually occurs after most funeral arrangements are made and services have already occurred. IT IS VERY IMPORTANT THAT SOMEONE IS AWARE OF YOUR WISH'S.

The question	The Answer
I have pre planned my funeral	YES / NO Date Done:
Name of Funeral Home:	
I have prepaid for my funeral	YES / NO Date Done:
I have prepaid for the following:	
Most of the Funeral Expenses:	
Some Funeral Expenses:	
USED THE FOLLOWING:	
Casket Trust	
Burial Container Trust	
Irrevocable Trust	
An Irrevocable Funeral Trust Funded by a funeral home issued Insurance Policy	
Cemetery Expenses	YES / NO Plot or Crypt and Opening / Closing
Name of Cemetery	
Marker or Inscription done	YES / NO
I have arranged for my body donation to:	
In the event body donation is not possible then I want:	
I have life insurance	Yes / No
Name of Company:	
NOTE: Wills usually are not read before the funeral and access to a safety deposit box and other resources are not commonly allowed until after Certified Death Certificates are available. This usually occurs after most funeral arrangements and services have been made.....SO MAKE SOMEONE AWARE OF YOUR WISH'S.	



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I have a will or living trust	Yes / No
My Attorney is:	
OTHER NOTES:	



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