



CATHOLIC FUNERAL PLANNING GUIDE



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*Developed by the Maine Catholic Cemetery Committee
Roman Catholic Diocese of Portland*

Cover photo

Cathedral of the Immaculate Conception Portland Me.

THAT WE MAY HAVE HOPE

By MOST REVEREND RICHARD JOSEPH MALONE Th. D., S.T.L.,
BISHOP OF PORTLAND

Dear Brothers and Sisters in Christ,

The promise of eternal life with God once the earthly journey of a faithful disciple has ended is the greatest hope, comfort and strength of our Catholic faith. As St. Paul taught the Christian community of Thessalonica:

We do not want you to be unaware, brothers [and sisters], about those who have fallen asleep, so that you may not grieve like the rest, who have no hope. For if we believe that Jesus died and rose, so too will God, through Jesus, bring with him those who have fallen asleep. [...] Thus we shall always be with the Lord. Therefore, console one another with these words. (I Thessalonians 4:13-14, 17-18)

St. Paul's exhortation that we conduct ourselves, even in grieving, as a people of hope can be a challenge. At times, our sorrow and bewilderment in the face of the loss of loved ones can be overwhelming.

Yet, everything that we believe calls us to hope. The One in whom we believe is the reason for our hope. From the moment sin and death entered the world, God remained with us to the point of offering his Son to save us. Through this sacrifice, God, who is love and for whom nothing is impossible, conquered death and promised eternal life to those who are faithful to him. Through baptism, we have been incorporated into the Body of Christ and transformed under the sign of the Cross. We have been made sharers in the Resurrection. St. Paul calls our attention to this truth in his Letter to the Romans:

[A]re you unaware that we who were baptized into Christ Jesus were baptized into his death? We were indeed buried with him through baptism into death, so that, just as Christ was raised from the dead by the glory of the Father, we too might live in newness of life. [...] If, then, we have died with Christ, we believe that we shall also live with him. We know that Christ, raised from the dead, dies no more; death no longer has power over him. (Romans 6:3-4, 8-9)

Uplifted by the knowledge that Christ has won for us the victory over death, we can begin to understand what he proclaims in the Gospel: "Blessed are they who mourn, for they will be comforted" (Matthew 5:4). As Christians, our comfort is the Resurrection and the hope of new and eternal life.

Reflecting on the Paschal Mystery and the profound hope that we are called to embrace, our faith leads to action. Throughout the ages, the prayer of the Church at the time of death has been one of hope, not resignation or despair. Indeed, we have a responsibility to mark the passing of our deceased brothers and sisters in Christ in a way that gives witness to our faith and anticipates the consolation that Christ has promised us in the Kingdom of God.

As the Church, we have shared a life of faith with one another, been nourished by the same sacraments, and experienced God's grace together. The bonds that have united and defined us as God's people do not end with the conclusion of this earthly life. In death, we remain "one body in Christ" (Romans 12:5). Thus, the Church's concern for her members does not cease in death.

Faithful to the Lord's example, the Church continues to minister Christ's sanctification so that each of us may be made holy in the sight of God. Out of love, the Church discerns a solemn duty to commend the deceased members of the Christian faithful to God. Through the funeral rites, the Church prays for the forgiveness of sins and praises God for the gift of life and salvation. All of us, as members of the Body of Christ, share this obligation to commend the deceased to God. The same faith that motivates us to baptize our loved ones and nurture one another in the faith calls us to affirm our belief in the Resurrection and join in the prayer of the whole Church.

As an expression of unity with the deceased and a fervent profession of faith, a funeral is not a private event. Rather, it is a public act of worship whereby the whole community gathers in prayer for the deceased and the grieving. For this reason, the Church has taken care to ensure that the celebration of funerals truly embodies the beliefs we hold. The signs, symbols, actions, and words which mark the various moments of the funeral rites have arisen from the tradition of the Church as ways of witnessing to these beliefs and, thus, enabling the faithful to contemplate the profound meaning of death in the life of a Christian. The funeral rites invite us to lift our gaze to heaven so that we may find hope in our sadness. Joined in prayer with one another, we are consoled, and we dare to welcome Christ into our lives during our time of grief. For as our Lord has promised, “For where two or three are gathered together in my name, there am I in the midst of them” (Matthew 18:20).

With all of this in mind, I ask that every funeral provide a grace-filled occasion for every participant to be evangelized anew by the Good News of Jesus. Therefore, as you plan your funeral or that of a loved one, please consider the following guidelines, which strive to articulate our beliefs and practices pertaining to Catholic funerals.

Pastoral Guidelines

A. Funeral Rites

1. There are various ways of celebrating funerals.

A Catholic funeral traditionally includes three parts: a vigil (wake) service in the home or at a funeral home, the funeral Mass in the church, and committal prayers at the cemetery. The priest, deacon or lay ecclesial minister who assists in planning the funeral rites will work with the family to select the most appropriate liturgical format. At times, depending on circumstances, certain elements (for example, the vigil service) may be omitted.

Also, each stage of the funeral rites provides the celebrant and the family of the deceased with several options. The funeral rites contain a rich variety of scriptural readings and prayers from which to choose. Regardless of which specific options are chosen, a Catholic funeral is always a time to pause, to grieve, and to reflect on our eternal destiny in God. In a society that tends to accommodate less and less time for this important moment, Catholic funerals provide a much-needed spiritual reminder.

2. It is important to collaborate with the pastoral staff of a parish when planning a funeral.

When faced with the loss of a loved one, immediate planning of a funeral is a difficult and trying experience. Understandably, some families are reluctant to meet with the staff of their parish, who may be unfamiliar to them. For parish staff, especially the clergy, the death of a parishioner is a uniquely privileged and graced opportunity for the Church to initiate outreach to the family, to welcome and to minister to them, to evangelize, and, sometimes, to reconcile. Thus, those who mourn will find that the assistance of the dedicated clergy and laypersons who serve in parishes is invaluable. Parish staff can help expedite the task of planning the funeral rites and make the process less burdensome. Furthermore, the ordained members of a parish’s pastoral team – priests and deacons – are especially called to be Christ’s presence in such difficult times. By welcoming the ministry of the priest or deacon and by providing him with a better understanding of the life of the deceased, families will help to adapt and personalize the funeral rites in a way that meaningfully conveys the Church’s consolation and prayer.

In many parishes, parishioners serve on a bereavement team that assists not only in the planning of the funeral, but also performs other ministries that take place during and after the funeral (i.e., readers, cantors/choirs/musicians, altar servers, greeters/ushers, extraordinary ministers of holy Communion, leaders of prayer in the home, at vigils, and at committals, hospitality ministers at post-funeral receptions, and pastoral caregivers who reach out to the family of the deceased). These ministries, when adapted to local circumstances and customs, are concrete reminders of the consolation that the Risen Lord offers to us through His Body, the Church. Whenever possible, parishes should strongly promote participation in these ministries by the lay faithful who are called to serve by virtue of their baptism.

3. The Church encourages the celebration of funerals with a Mass whenever possible.

Since the celebration of the Mass is a foretaste of the heavenly banquet in union with God that commemorates and makes present Christ's victory over death, funerals are principally and preferably celebrated with a Mass, our most profound way of expressing communion with the living and the dead. By offering Christ's sacrifice to the Father through the Mass, the Church pleads for God's mercy for the deceased and gives thanks for the hope of eternal life with God.

In particular, when planning a funeral Mass, the final wishes of the deceased should be respected, most especially when the deceased was a regular communicant and an active member of the parish community.

Various reasons (including deference to the scheduled celebration of the Eucharist on Sundays/Saturday evenings, Holy Days of Obligation, and the Easter Triduum) may lead a priest to decide, in consultation with the family, to celebrate a funeral *without a Mass*. Nevertheless, the family always has the option to celebrate a funeral Mass (even in the absence of a body or cremated remains) at a later date. In this way, we recall that every member of the Christian faithful shares equally in Christ's death and Resurrection.

4. Funeral liturgies are normally celebrated in a parish church.

As an expression of faith and support by the local Catholic community, a funeral liturgy (especially with a Mass) should occur in a church, the sacred place where the parish gathers to pray, celebrates the sacraments, and reserves and venerates the Body of Christ. A funeral *without a Mass* may be celebrated in the home of the deceased, the funeral home, or the cemetery chapel.

5. A funeral includes a homily, not a eulogy.

At the vigil service and/or the funeral liturgy, the priest or deacon will preach after the readings from Scripture. The purpose of this preaching—properly called a homily—is to explain the readings and thereby highlight God's merciful love and the mystery of our redemption. As Christians, we are challenged to be comforted by the truths of our faith, and the homily serves to direct our attention to these beliefs.

At the end of the funeral liturgy in the church, the priest or deacon may permit one family member or friend to speak in remembrance of the deceased and his/her life of faith, virtue and good works. Although these *words of remembrance* are permitted, the priest or deacon has a duty to ensure that the Church's funeral rites are conducted in a dignified, respectful way. Families and friends are asked to be respectful of and to cooperate with the priest or deacon in preserving the sacred character of the Catholic funeral, in accord with the liturgical practices of the Church throughout the world and the guidelines of the Diocese of Portland. For this reason, the celebrant reserves the right to review the speaker's text or outline in advance of the funeral Mass. *Words of remembrance* are not to exceed five minutes in length. It also is important to note that *words of remembrance* are optional and that the most appropriate times for offering them are at the vigil/wake or the post-funeral reception.

A *eulogy*, which focuses praise on an individual, is neither appropriate nor permitted at Catholic funerals. During a funeral, our praise is directed toward God in gratitude for the Risen Christ and his promise of salvation.

6. Music at funerals should express our Catholic faith and be drawn from the Scriptures.

Because of the sacredness of the funeral and its focus on the Paschal Mystery with its promise of salvation, music should be carefully chosen to reflect our shared beliefs, especially as articulated in the Word of God. Ultimately, the purpose of music in the funeral rites is to offer praise and thanksgiving to God. Thus, each funeral is linked with the common prayer and musical tradition of the whole Church, especially the psalms, which have, throughout the ages, expressed the suffering and hope of all God's people. Secular music is not the appropriate accompaniment to the sacred liturgy because it cannot express fully these values of ultimate significance.

7. During a funeral liturgy, the pall which drapes the casket should never be replaced by an American flag or any other non-Christian covering.

In the United States, it is customary to place a pall (a large, white, rectangular cloth) over the casket as it is received into the church for the funeral liturgy. The pall is a reminder of the white garment with which every Christian is clothed on the day of baptism and is a testament to the dignity of the deceased as a member of the faithful.

American flags and other non-Christian (i.e., secular) symbols do not belong on the casket during the liturgy since they do not evoke the same meaning as the pall. Flags and other insignia may cover the casket before and after the funeral liturgy.

However, Christian symbols such as a crucifix, rosary beads, a Bible or a prayer book are permitted to be placed on the pall that covers the casket.

8. If cremation is desired for legitimate reasons, the Church prefers that the funeral liturgy occur before cremation.

As Christ's Church, we believe that the human body is a temple of the Holy Spirit, and that, like Christ, our bodies will one day rise from the dead. The physical presence of the body of a deceased member of the faithful is a very powerful symbol of this Christian mystery and belief. Through our bodies, we are called to glorify God throughout our earthly life, and we pray that on the Last Day, God will glorify our bodies forever in heaven. As the guiding text for the funeral rites recalls, "It is the body whose hands clothed the poor and embraced the sorrowing...the body once washed in baptism, anointed with the oil of salvation, and fed with the Bread of Life" (Appendix, *Order of Christians Funerals*, nos. 411-12). The body of the deceased is a sign to the living of the goodness of God's creation and a foreshadowing of the new life to come.

Cremation is permitted, unless chosen for reasons that contradict Christian teaching, particularly on the dignity of and hope for the resurrection of the human body. However, in order to express the symbolism described above, cremation should occur after the celebration of the funeral liturgy. If this is neither possible nor advisable, priests and deacons may permit the celebration of the funeral rites in the presence of the cremated remains instead of the body. The presentation and placement of the urn for the funeral liturgy should be simple and solemn so as not to detract from the dignity of the body in its cremated form.

9. Non-practicing Catholics may receive Catholic funerals.

It is an unfortunate reality that many baptized Catholics no longer practice their faith and may consider themselves to have been away from the Church for too long to be ever welcomed again by the Church. Such individuals or their families may feel uncomfortable in a church and ultimately decide against having a Catholic funeral.

By our baptism, however, we have been made equal in dignity before the Lord, and the Church, our Mother, bears the suffering of all those who became her sons and daughters through baptism. Thus, the Church offers funeral rites (including a funeral Mass) even for non-practicing Catholics and, under certain circumstances, for non-Catholic Christians. Although the deceased may not have participated fully in the life of the Church on earth, the Church longs for her separated children to share in Christ's blessings. She desires to pray for them and with their loved ones so that their sins may be forgiven and they may dwell forever in the presence of God in Heaven.

B. Burial/Interment

1. Catholic cemeteries are important in the life of the Church.

It is natural to desire burial near those with whom we have formed bonds of friendship and love. As Christians, however, we also have spiritual bonds with one another that exist in virtue of our shared faith. Throughout history, Christians have been buried near other Christians in places that have been blessed and dedicated for prayer and remembrance.

Although Catholics may be buried or interred in non-Catholic cemeteries, burial in a Catholic cemetery reaffirms that we remain brothers and sisters in Christ, united even in death. Indeed, when the Church gathers at a Catholic cemetery to commend the deceased to God, we find ourselves surrounded by the graves and tombs of those who died in the hope that they, too, may share in new and everlasting life. In Catholic cemeteries, the faith of the deceased resonates with the living, and we realize that they did not die in vain.

In those circumstances when the deceased is buried or interred in a non-Catholic cemetery, the priest or deacon blesses the site of burial or interment.

2. Non-Catholics can be buried or interred in Catholic cemeteries.

In this diocese, both non-Catholics and non-Christians may be buried or interred in Catholic cemeteries. This may be requested in places where no other cemeteries are available or to allow the burial or interment of non-Catholic family members near their Catholic loved ones.

3. Although cremation is permitted, the Church prefers the burial or interment of the body because of its symbolic value.

Burial or interment of the body has been the constant practice of the Church, a sign of her reverence for the human body and belief in the Resurrection on the Last Day. As Christ's body was interred, so too does the Church bury/inter the bodies of the deceased. The Church follows the example of Christ in the hope that, like Christ, the dead will rise again.

The Church strongly encourages its members to continue this venerable practice and avoid cremation unless it is necessary. In death, the human body serves as a symbol of the goodness of creation and an expression of the truths of our faith. We are called to have the courage to look on the bodies of our deceased through the eyes of hope and foresee the day when our bodies will be clothed with immortality.

4. Cremated remains are always to be buried or interred.

In keeping with our hope in the resurrection of the body, the Church expects that cremated remains will be buried or interred in individual graves or columbaria. In our tradition, we affirm both the uniqueness of each person and the bonds that unite us as the Body of Christ. Thus, we bury or inter the dead in cemeteries, which mark the lives of each individual, while serving as powerful, visual reminders of the community that remains after death.

Burial or interment also serves to ensure that cremated remains will be treated with respect in the future. Until they are buried or interred, cremated remains have the potential of being lost, discarded, or mistreated. Other more secular practices—such as scattering, dividing remains, co-mingling remains of one person with another's, keeping remains at home, and fashioning remains into jewelry or other objects—have no symbolic meaning in our tradition and are never permitted.

Consequently, the Church urges her members to reverence cremated remains just as we also reverence the body. To best express our beliefs, cremated remains should be buried or interred in an appropriate vessel that befits the dignity of the human body as God's creation.

Conclusion

What we believe about death guides how we live our lives. As Christians, we must carry life's crosses and bear loss with hope in our hearts. We must gaze upon the bodies of the deceased and remember that through Christ, "the blind regain their sight, the lame walk, lepers are cleansed, the deaf hear, the dead are raised, and the poor have the good news proclaimed to them" (Matthew 11:5; Luke 7:22). Unlike many in our secular society, we do not turn away from death nor allow ourselves to believe that death is the end. Trusting that God "will wipe every tear" (Revelation 21:4), we stand before him in grief but not in despair. The funeral rites of the Catholic Church, which I have endeavored to explain briefly, invite us to live the virtue of hope. Through these rites, the Church responds to death by celebrating the hope of eternal life. As the Church's liturgy helps us to pray and affirm during the funeral Mass:

*In him the hope of blessed resurrection has dawned,
that those saddened by the certainty of dying
might be consoled by the promise of immortality to come.
Indeed for your faithful, Lord,
life is changed not ended,
and, when this earthly dwelling turns to dust,
an eternal dwelling is made ready for them in heaven.*
(Preface 78, Roman Missal)

Given on the second day of November, the Commemoration of All the Faithful Departed (All Souls), in the year of our Lord, two-thousand and eleven, the eighth of my episcopate.

A handwritten signature in black ink that reads "+ Richard J. Malone". The signature is written in a cursive style with a small cross at the beginning.

Most Reverend Richard J. Malone, Th.D., S.T.L.
Eleventh Bishop of Portland

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CRITICAL INFORMATION

INFORMATION FOR _____

Name: _____
First Middle Last

Address: _____
City County State Zip Code

Sex: ___ Male ___ Female Home Phone #: _____ Cell Phone #: _____

Face Book Account _____ Social Security Number: _____ - _____ - _____

Place of birth: _____ Date of Birth: _____
City County State Country (mm/dd/yyyy)

Marital Status: Married _____ Never Married ___ Widowed ___ Divorced
Date

Name of Surviving Spouse: _____
(Maiden name if wife)

Occupation: _____

Employer: _____

Father's Name: _____ Place of Birth: _____
First Middle Last

Mother's Maiden Name: _____ Place of Birth: _____
First Middle Last

Person In charge Of Arrangements
(Name): _____
Name Phone #

MILITARY SERVICE

Branch of Service: _____ Service Serial Number: _____

Date of Entry: _____ Place: _____

Discharge of Service: _____ Date: _____

Place of Discharge: _____

Highest Grade, Rank, Achieved: _____

Wars/Conflicts Served: _____

Additional Information: Medals: _____

Honors: _____

Citations: _____



*“You have been taught that when we were baptized into Christ Jesus we were baptized into his death” Romans 6:3
When a Catholic dies we turn to baptismal symbols of Holy Water, the Pall, and the Easter Candle in the funeral liturgy to remind us Of God’s presence among us, Christ’s victory over death, and our obligation to provide consolation and hope to one another.*



At the death of a Christian, whose life of faith was begun in the waters of baptism and strengthened at the Eucharistic table, the Church intercedes on behalf of the deceased because of its confident belief that death is not the end nor does it break the bonds forged in life. The Church also ministers to the sorrowing and consoles them in the funeral rites with the comforting word of God and the Sacrament of the Eucharist.

FUNERAL INFORMATION

INFORMATION FOR _____

These are my funeral service wishes:

Funeral Home: _____

Address: _____ Phone #: _____
Street Address City State

Place of Service: _____
Church Name Parish Name

___ Funeral Mass ___ Memorial Mass ___ Church Service
___ Cemetery/Chapel ___ Graveside

Memorial donations may be made to: _____

Floral Preference (*type and color preferred*): _____

Casket: ___ Open during wake ___ Closed during wake

Type of casket: ___ Wood ___ Metal ___ Cremation Coffin ___ Other: _____

Cremation: Type of urn: ___ Wood ___ Bronze ___ Marble ___ Other: _____

Musical selections (*in keeping with the liturgy; please consult priest or music minister*):

Liturgy of the Word Desired readings (*please consult priest*):

Lector 1: _____ Lector 2: _____
Name Name

Participating Organizations at Wake or Committal Service (*military, fraternal, lodge, etc.*):

Flag (*committal service only*): ___ Draped ___ Folded Presented to: _____

Wake/Rosary Service: ___ Yes ___ No Location: _____ Officiator: _____

Visiting: ___ Public ___ Private ___ None

Clothing preference: ___ From Current Wardrobe ___ New ___ Other: _____

Description/Color: _____

FUNERAL INFORMATION

(continued)

Personal Accessories:

___ Wedding band ___ Stays On ___ or Returned to: _____

___ Eyeglasses ___ Stays On ___ or Returned to: _____

___ Other _____ ___ Stays On ___ or Returned to: _____

Pallbearers' Names

Relationship

Phone #

Special Instructions/Notes/Awards/Life Achievements/Pictures/Obituary Requests/Items to be placed with the remains.



*You have spent your entire life following Christ's teachings.
Shouldn't your remains be interred in sacred ground to
await the resurrection?*

CEMETERY INFORMATION

INFORMATION FOR _____

Cemetery Preferred: _____

Address: _____
Street Address City State

Phone #: _____

I Own Prefer

Type of Burial Rights: Mausoleum Lawn Crypt Ground Burial Columbarium

If Owned, Name of Burial Right Holder is/are: _____

Legal Description of Burial Rights: Lot # _____ Section _____ Row _____ Block _____

Location of Easement: _____

When contemplating your final resting place be sure you have clear entitlement to the burial rights for the lot or grave space you wish to use. If the burial rights were originally purchased by a parent or grandparent, rights may be shared equally by siblings or cousins. Possession of the Easement or verbal agreement does not constitute ownership. A simple call or visit to the cemetery office can put your mind at ease and prevent any complications for your loved ones.

MEMORIALIZATION

Upright Monument Flush granite Flush bronze

Other: _____

Inscription: _____

Emblem(s): _____

The cemetery management must certify the type of memorial chosen is acceptable.

Opening and Closing or Entombment fees: Prepaid To be determined

CREMATION

If cremation what type of disposition? Burial Niche

Cremation Vault Yes No (Vaults may be required by the cemetery)



SHARING MEMORIES

Family Information

INFORMATION FOR _____

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

Name: _____

Relationship: _____ E-mail: _____ Phone #: _____

Address: _____
Street City State Zip

NOTIFICATIONS

INFORMATION FOR _____

<i>Name</i>	<i>Relationship</i>	<i>Phone#</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CO-WORKERS

<i>Name</i>	<i>Company</i>	<i>Phone#</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Membership in

Name of Organization: _____
Contact Person: _____ Phone #: _____ Cell#: _____

Name of Organization: _____
Contact Person: _____ Phone #: _____ Cell#: _____

Name of Organization: _____
Contact Person: _____ Phone #: _____ Cell#: _____

Name of Organization: _____
Contact Person: _____ Phone #: _____ Cell#: _____

Name of Organization: _____
Contact Person: _____ Phone #: _____ Cell#: _____

WILL INFORMATION

INFORMATION FOR _____

A WILL IS IMPORTANT

No matter how large or small your estate if you die without a Will **the state and the courts** will decide who will administer your estate, handle your finances and care for your minor children. With a proper will, **you decide**.

Joint ownership of property is not a good substitute for a carefully written Will.

The law is very particular with respect to properly executed Wills. A do it yourself will may not hold up in court.

It is prudent to review your will whenever your family situation changes. Laws vary from state to state with respect to children born after your Will was executed.

Protecting your family and your property with a carefully executed will is well worth the attorney's fee.

I have a *Will*: ___ Yes ___ No

Date of Will: _____

Location of Will: _____

Personal Name: _____
Representative Address: _____
 City: _____ State: _____ Zip: _____
 Phone #: _____ Cell#: _____

Law Firm: _____
Name of Attorney: _____
 Address: _____
 City: _____ State _____ Zip: _____
 Phone #: _____ Cell#: _____

PLANNED GIVING

A gift to your church, parish or Catholic cemetery by means of a bequest or trust is a way to continue your support beyond your lifetime. Contact the Catholic Foundation of Maine at 207-321-7835.

How Social Security Can Help You When A Family Member Dies



Social Security should be notified as soon as possible when a person dies. In most cases, the funeral director will report the person's death to Social Security. You will need to furnish the funeral director with the deceased's Social Security number so he or she can make the report.

Some of the deceased's family members may be able to receive Social Security benefits if the deceased person worked long enough under Social Security to qualify for benefits. ***You should get in touch with Social Security as soon as you can to make sure the family receives all of the benefits to which it may be entitled.*** Please read the following information carefully to learn what benefits may be available.

- A one-time payment of \$255 can be paid to the surviving spouse if he or she was living with the deceased; or, if living apart, was receiving certain Social Security benefits on the deceased's record. If there is no surviving spouse, the payment is made to a child who is eligible for benefits on the deceased's record in the month of death.
- Certain family members **may be eligible** to receive monthly benefits, including:
 - A widow or widower age 60 or older (age 50 or older if disabled);
 - A widow or widower at any age who is caring for the deceased's child under age 16 or disabled;
 - An unmarried child of the deceased who is:
 - Younger than age 18 (or up to age 19 if he or she is a full-time student in an elementary or secondary school); or
 - Age 18 or older with a disability that began before age 22;

- A stepchild, grandchild, stepgrandchild or adopted child under certain circumstances;
- Parents, age 62 or older, who were dependent on the deceased for at least half of their support; and
- A surviving divorced spouse, under certain circumstances.

If the deceased was receiving Social Security benefits, you must return the benefit received for the month of death or any later months. For example, if the person dies in July, you must return the benefit paid in August. If benefits were paid by direct deposit, contact the bank or other financial institution. Request that any funds received for the month of death or later be returned to Social Security. If the benefits were paid by check, do not cash any checks received for the month in which the person dies or later. Return the checks to Social Security as soon as possible.

However, eligible family members may be able to receive death benefits for the month in which the beneficiary died.

Contacting Social Security

For more information and to find copies of our publications, visit our website at www.socialsecurity.gov or call toll-free, **1-800-772-1213** (for the deaf or hard of hearing, call our TTY number, **1-800-325-0778**). We treat all calls confidentially. We can answer specific questions from 7 a.m. to 7 p.m., Monday through Friday. We can provide information by automated phone service 24 hours a day.

We also want to make sure you receive accurate and courteous service. That is why we have a second Social Security representative monitor some telephone calls.

www.socialsecurity.gov



Social Security Administration
SSA Publication No. 05-10008
ICN 451390
Unit of Issue - HD (one hundred)
November 2009 (Destroy prior editions)

What Are VA Burial Allowances?

VA burial allowances are partial reimbursements of an eligible Veteran's burial and funeral costs. When the cause of death is not service related, the reimbursements are generally described as two payments: (1) a burial and funeral expense allowance, and (2) a plot or interment allowance.

Who Is Eligible?

You may be eligible for a VA burial allowance if:

- you paid for a Veteran's burial or funeral, **AND**
- you have not been reimbursed by another government agency or some other source, such as the deceased veteran's employer, **AND**
- the Veteran was discharged under conditions other than dishonorable.

In addition, at least one of the following conditions must be met:

- the Veteran died because of a service-related disability, **OR**
- the Veteran was receiving VA pension or compensation at the time of death, **OR**
- the Veteran was entitled to receive VA pension or compensation, but decided not to reduce his/her military retirement or disability pay, **OR**
- the Veteran died while hospitalized by VA, or while receiving care under VA contract at a non-VA facility, **OR**
- the Veteran died while traveling under proper authorization and at VA expense to or from a specified place for the purpose of examination, treatment, or care, **OR**
- the Veteran had an original or reopened claim pending at the time of death and has been found entitled to compensation or pension from a date prior to the date of death, **OR**
- the veteran died on or after October 9, 1996, while a patient at a VA-approved state nursing home.

How Much Does VA Pay?

Service-Related Death. VA will pay up to \$2,000 toward burial expenses for deaths on or after September 11, 2001. VA will pay up to \$1,500 for deaths prior to September 10, 2001. If the Veteran is buried in a VA national cemetery, some or all of the cost of transporting the deceased may be reimbursed.

Non-service-Related Death. For deaths on or after October 1, 2011, VA will pay up to \$700 toward burial and funeral expenses (if hospitalized by VA at time of death), or \$300 toward burial and funeral expenses (if not hospitalized by VA at time of death), and a \$700.00 plot-interment allowance (if not buried in a national cemetery). For deaths on or after December 1, 2001, but before October 1, 2011, VA will pay up to \$300 toward burial and funeral expenses and a \$300 plot-interment allowance. The plot-interment allowance is \$150 for deaths prior to December 1, 2001. If the death happened while the Veteran was in a VA hospital or under VA contracted nursing home care, some or all of the costs for transporting the Veteran's remains may be reimbursed. An annual increase in burial and plot allowances, for deaths occurring after October 1, 2011, begins in fiscal year 2013 based on the Consumer Price Index for the preceding 12-month period.

How Can You Apply?

You can apply by filling out VA Form 21-530, *Application for Burial Benefits*. You should attach a copy of the veteran's military discharge document (DD 214 or equivalent), death certificate, funeral and burial bills. They should show that you have paid them in full. You may download the form at <http://www.va.gov/vaforms/>

Related Benefits

VA National Cemetery Burials / Headstones and Markers / Presidential Memorial Certificates / Burial Flags

For More Information, Call Toll-Free 1-800-827-1000

or Visit Our Web Site at <http://www.va.gov>

Compensation Service – November 2011

FINANCES

Bank /Credit Union Accounts

Name of Bank	City or Town	Type of Account	Account Number

Safe Deposit Box

Name of Bank	Box No.	Location of Keys	Persons with Access

Debts: Mortgages, Loans, Charge Accounts and Credit Cards

Name and Address of Company	Account Number	Type of Account

INSURANCES

Type	Company Name	Agency	Policy Number
------	--------------	--------	---------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PENSIONS

Source of Income	Monthly Payment	Death Benefit
------------------	-----------------	---------------

_____	_____	_____
_____	_____	_____
_____	_____	_____

MUTUAL FUNDS, STOCKS, BONDS

Type of Fund	Company or Investment Broker	Location of Certificate, Statement, or Portfolio	Certificate or Policy Number
--------------	------------------------------	--	------------------------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

REAL ESTATE

Location of Deed: _____ Book & Page: _____

Address: _____

Description: _____

Location of Deed: _____ Book & Page: _____

Address: _____

Description: _____

Location of Deed: _____ Book & Page: _____

Address: _____

Description: _____

LOCATION OF DOCUMENTS

INDICATE ON THE LINES THE LOCATION OF VARIOUS IMPORTANT PAPERS BY INSERTING THE FOLLOWING LETTERS:

H Home **S** Safe Deposit Box **W** Work **A** Attorney **C** Computer storage **O** Other _____
specify

____ Wills

____ Living Will

____ Birth Certificates

____ Military Discharge Papers

____ Marriage License

____ Copy of Mortgage or Lease

____ Life Insurance Policies

____ Deeds

____ Health Insurance Policy

____ Automobile Title or Bill of Sale

____ Home Owners Insurance

____ Certificate of Burial Rights
(Cemetery grave Space)

____ Automobile Insurance

____ Tax Returns

____ Citizenship Papers, if applicable

____ Passwords

MEDICAL HISTORY

INFORMATION FOR _____

Certain medical conditions may be hereditary; the following information may be helpful to your children and grandchildren.

I have received treatment for:

___ High Blood Pressure: _____

___ High Cholesterol: _____

___ Diabetes: _____

___ Cancer: _____

___ Heart Disease: _____

___ Kidney Disorder: _____

___ Glaucoma: _____

___ Macular Degeneration: _____

___ Other: _____

___ Other: _____

___ Other: _____

I am allergic to the following drugs:

a) _____

b) _____

c) _____

d) _____

Physician: _____ Phone #: _____

Address: _____

I am an Organ Donor: ___ Yes ___ No

I am leaving my body to Science: ___ Yes ___ No

BIOGRAPHICAL INFORMATION

Name _____

An obituary is important and meaningful to those loved ones left behind. Include information about your education, work, accomplishments, etc.

Place of birth and early years of childhood: _____

Schools: _____

Work Information: _____

Member Organizations: _____

Parish Name: _____

Parish Committees, Commissions Etc.: _____

Achievements & Special Honors: _____

CATHOLIC CEMETERIES OF MAINE

<u>TOWN</u>	<u>CEMETERY NAME</u>	<u>TOWN</u>	<u>CEMETERY NAME</u>
Allagash	St. Paul	Limestone	St. Louis
Ashland	St. Mark (2 cemeteries)	Lisbon	St. Anne
Augusta	Holy Family	Lisbon Falls	Ss Cyril & Methodius
Augusta	St. Augustine	Lisbon Falls	Mount Calvary
Augusta	St. Mary	Madawaska	St. David
Bangor	Mount Pleasant	Madawaska	St. Thomas
Bar Harbor	Holy Redeemer	Madison	St. Sebastian
Benedicta	St. Benedict	Manchester	St. Mary
Biddeford	St. Joseph	Newcastle	St. Patrick
Biddeford	St. Mary	Pembroke	St. John
Brunswick	St. John	Portage	Our Lady of the Lake
Bucksport	St. Vincent de Paul	Presque Isle	St. Mary New & Old
Cary Plantation	St. Monica	Rockland	Coughlin Memorial
Caribou	Holy Rosary New & Old	Rockwood	St. Joseph
Daigle	Holy Family	Rumford	St. John
Eagle Lake	St. Mary	St. Agatha	St. Agatha
Eastport	St. John	St. Francis	St. Charles New & Old
Ellsworth	Mt. Calvary (St. Joseph)	St. John	St. John
Fort Fairfield	St. Denis New & Old	Sanford	St. Ignatius
Fort Fairfield	Sacred Heart	Sheridan Plantation	St. Mark's
Fort Kent	St. Louis New & Old	Sinclair	St. Joseph New & Old
Frenchville	St. Luce	Skowhegan	Calvary
Gardiner	St. Joseph	Soldier Pond	Sacred Heart
Grand Isle	Mount Carmel	South Berwick	St. Michael
Grand Isle	St. Gerard	South Portland	Calvary
Greenville	Holy Family	Springvale	Notre Dame
Guerette	St. Eutrope	Stockholm	St. Theresa
Hamlin	St. Joseph	Stonington	St. Mary
Houlton	St. Mary New & Old	Thomaston	St. James
Howland	St. Leo (St. Matthew)	Van Buren	St. Bruno
Island Falls	St. Agnes	Wallagrass	St. Joseph
Jackman	St. Anthony	Waterville	St. Francis
Livermore Falls	Holy Cross	Waterville	Halde
Lewiston	St. Peter	Westbrook	St. Hyacinth
Lewiston	Mount Hope	Whitefield	St. Denis
		Yarmouth	Holy Cross