



Information Needed for a Death Notice



This table can be used for organizing the different background information needed when writing a Death Notice. Use additional pages as needed.

Personal Information
<i>Name:</i>
<i>Place and date of birth:</i>
<i>Cause of Death:</i>
<i>Spouse's name:</i>
<i>Children & cities where they reside:</i>
<i>Grandchildren & cities where they reside:</i>
<i>Parents & cities where they reside (or resided, if deceased):</i>
<i>Siblings & cities where they reside:</i>
<i>Other Significant Relatives & cities where they reside:</i>
<i>Wedding date:</i>
<i>Religious Affiliation:</i>
<i>Memberships in local or national organizations:</i>
<i>Interesting Hobbies or Activities:</i>
<i>Preferred Photo:</i>

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Professional Information

Education:

Employment & Work History:

Military or Armed Forces Service:

Offices held in government, professional or community organizations:

Memberships in fraternal, religious, community or civic organizations:

Other Affiliations:

Outstanding Achievements, Publications and Awards:

Anecdotes and Recollections

Family and Friends:

Colleagues:

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Service Information:
<i>Date, time, and place of funeral:</i>
<i>Date, time, and place of memorial service:</i>
<i>Date, time, and place of burial or committal service:</i>
<i>Clergy or Person Officiating:</i>
<i>Address of Funeral home:</i>
<i>Address of Cemetery:</i>
<i>Memorial contributions may be made in lieu of flowers to: (optional)</i>
<i>Other:</i>