

A Life Celebration[®] Home

FUNERAL Planning Guide

CARTMELL-DAVIS FUNERAL & CREMATION SERVICE, INC.

About Us

The Cartmell-Davis Funeral & Cremation Service, Inc. is a third generation, independent family-owned funeral home with three convenient locations. It is owned and operated by John J. Vincent, Jr. and Jeffrey D. LaForest. Together with their experienced and professional staff they continue the legacy of care and compassion through personal experience and understanding to serve the Plymouth and surrounding communities.

Our Mission

It is the mission of Cartmell-Davis Funeral & Cremation Service, Inc. to dedicate ourselves to the families and their loved ones that we serve, providing compassion, care, support, respect, dignity and detail to each and every service we offer. We strive to provide a peaceful, safe and comforting environment for families to grieve and celebrate the lives of their loved ones, through traditional funerals, cremations or other memorialization services. We feel it is important to provide on-going support to assist in the grieving and healing process well after the services have ended. We hope to establish lasting and enduring relationships with all the families we serve, as well as creating bonds within our community and being known for our commitment to excellence.



A Life Celebration Home

FUNERAL Planning Guide

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Thank you for taking the time to read through this guide. You have taken an important step in planning your funeral, which can be a sensitive and emotional step for yourself and your loved ones. However, by taking this initiative you are taking control of your final wishes and providing peace of mind for those left behind.

This guide will serve as an invaluable tool, source of information and resource for you and your loved ones. Cartmell-Davis Life Celebration Funeral Homes is committed to guiding you every step of the way. We will use our years of professional knowledge, training and experiences, to assist you in the planning process.

Please take a moment to read through this guide, fill in as much information as possible and familiarize yourself with the options available to you and your family.

Thank you for giving us the opportunity to be your beacon of light as we guide you through the pre-planning journey. Do not hesitate to contact us for further information or to start planning now.

Sincerely,

The Cartmell-Davis Funeral & Cremation Staff



IMPORTANT FACTORS TO CONSIDER WHEN PLANNING YOUR FUNERAL



- Burial
- Direct Cremation
- Wake/Viewing
- Funeral Home, Church, Graveside or other location
- Immediate Burial
- Cremation with Services
- Services followed by Cremation

When you pass away the first thing a funeral director needs to know is the method of final disposition, which is burial or direct cremation. This is the first crucial decision for planning purposes. The next important decision is if your body will be viewed prior to burial or cremation. Will there be a public viewing/wake? Next decision is what type of services you are looking for including at the funeral home, church, graveside, celebration of life, other or none. If selecting cremation, it is important for your loved ones to know what you would like to happen to your remains; bury, scatter or keep.



WHAT ARE THE STEPS MY FAMILY TAKES AT THE TIME OF MY DEATH?



It is important to inform your family the proper steps taken at the time of your death. The steps taken will be determined based on where the death occurs.

Home on Hospice

If you are at home on hospice, your family must immediately contact hospice who will send a registered nurse to your home to pronounce the death. The nurse will contact the funeral home directly to initiate the transfer process. Your family should contact the funeral home to finalize arrangements.

Nursing Home, Hospice House, Long Term Care, or Assisted Living Facility

If you pass away in one of the above-mentioned facilities, the facility will contact your family and then contact the funeral directly to initiate the transfer. Your family should contact the funeral home to finalize arrangements.

Hospital

If you pass away at a hospital, it is very important that your family notifies the funeral home directly. The hospital rarely makes contact with the funeral home.

Unattended Death

If you pass away at home or other location and are not under the care of hospice, your loved ones need to immediately contact 911. After a thorough investigation and waiver from the Medical Examiner, the police will contact the funeral home and arrange for transfer to the funeral home. Your family would then contact the funeral home to make final arrangements.

Medical Examiner Office

If upon your death, your body is transferred to the Medical Examiner's Office, your family should contact the funeral home directly.





VITAL STATISTICAL & BIOGRAPHICAL INFORMATION



The following pages ask for vital statistical and biographical information about you. The vital information is used to complete the certified death certificate so that your family may obtain copies to settle your affairs. The biographical information helps when creating an obituary. Please complete the information in as much detail as possible.

PERSONAL INFORMATION

Legal Name _____
(Include maiden name if applicable)

Address _____

City _____ State _____ Zip Code _____

Birthdate _____

Place of Birth _____

Social Security Number _____

Marital Status

- Married Widowed Divorced Never Married

Race _____

Education Level Achieved

- High School
- Associates
- Bachelors
- Master's
- Doctorate/Professional

Father's Name _____

Father's Place of Birth (State or Country) _____

Mother's (Maiden) Name _____

Mother's Place of Birth (State or Country) _____



Occupation _____

Industry _____

Veteran Status Yes No

Service Branch _____ Rank _____

Location of Discharge or DD 214 Papers _____

(Above required to obtain veteran benefits)



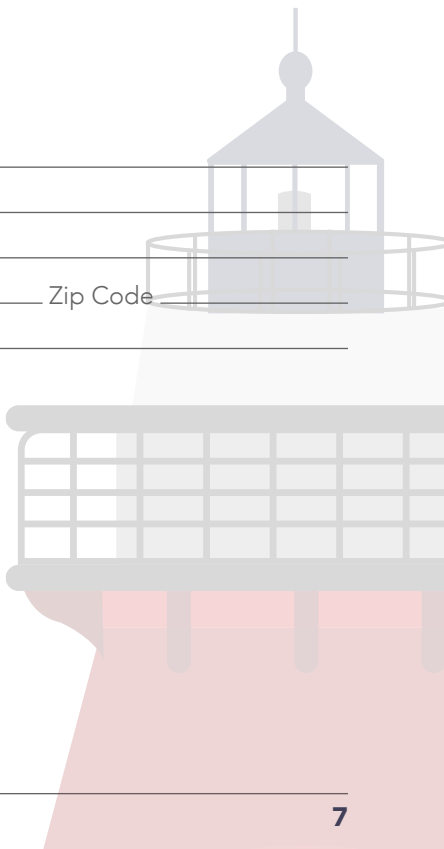
Informant or Legal Next of Kin _____

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____



BIOGRAPHICAL/OBITUARY INFORMATION

Education _____

Career _____

Church Affiliation _____

Organizations, Clubs, Memberships _____

Hobbies, Special Interests _____

In Lieu of Flowers, Donations Should Be Made to _____

Newspaper & Obituary Announcements _____

FAMILY

Children (*Relationship and City & State residing in*) _____



Grandchildren _____



Great Grandchildren _____



Siblings _____





IMPORTANT DOCUMENTS AND FINANCIAL RECORDS



After your death your family will need access to important information and documents. By filling out the following information will let them know where they can locate this information.

Last Will and Testament Location _____

Attorney _____

Address _____

City _____ State _____ Zip Code _____

Phone _____



Life Insurance policies _____

Company _____

Policy # _____

Beneficiary _____



Number of Certified Death Certificates to Order _____

Doctors Name _____

Address _____

City _____ State _____ Zip Code _____



Local Contacts to be notified _____



NOTES





FUNERAL SERVICE INSTRUCTIONS



The following portion of this guide is designated to express your personal wishes for your funeral. This allows your family the peace of mind that they are carrying out your final wishes and relieves them of the responsibility of making choices that they are not certain about.



Funeral Home _____

Address _____

City _____ State _____ Zip Code _____

Phone _____



Prearranged Yes No

Prefunded Yes No

Method of Disposition Burial Cremation

Casket Wood Metal

Vault _____

Urn _____

Disposition of Cremains Scatter Bury Keep
Return Cremains to _____



Visitation Yes No
 Open Casket Closed Casket

Visitation at
 Funeral Home Church Other _____

Location of Service
 Funeral Home Church Graveside Other _____

Cemetery and Grave Location _____



Type of Monument/Marker
 Upright Monument Lawn (*flush*) Granite
 Bronze Flower Vase Memorial Bench Other _____

Monument Engraving _____



Church _____

Clergy _____

Music _____

Requested Readings or Prayers _____



Pall Bearers Names *(If Available)*



Clothing to be used and location _____

Jewelry to be used, location and if to be removed and who to return it to

Hairdressing instructions style and coloring if needed



Participating Organizations *(Fraternal/Military Rites)*



Special Instructions



DETAILS THAT MAKE A MEANINGFUL FUNERAL



- Life Celebration Package
- Honor Guard & Veteran Honors
- Pallbearers
- Bag Piper
- Newspaper Notices
- Video Tribute/Slide Show
- Memory/Photo Collage Boards
- Customized Register Book
- Prayer Cards
- Interactive Funeral Home Website
- Music
- Family/Friends Words of Remembrance or Eulogies.





FREQUENTLY ASKED QUESTIONS



SOCIAL SECURITY

How does Social Security get notified?

Social Security receives death reports from many sources, including family members, funeral homes, financial institutions, postal authorities, States and other Federal agencies.



What happens if benefits are paid after the death occurs?

Social Security payments are made on the third day of each month as payment for the previous month. Therefore, the recipient must have survived the entire month to be entitled to the payment. For example, if a recipient dies on May 24th, the payment made on June 3rd will have to be returned.



Is there a death benefit?

A one-time lump-sum payment of \$255.00 can be paid to a surviving spouse, child or adult dependent child. Additional information can be found at www.ssa.gov.

CERTIFIED COPIES OF THE DEATH CERTIFICATE

Where do I get a certified copy of the death certificate?

You can request a copy of a death certificate from the clerk of the city or town where the death occurred. In many instances the funeral home can order these for the families.



Who needs an original copy of the death certificate?

Typically, an original copy of the death certificate is needed for insurance policies, bank, pension, annuity or retirement accounts. You will also need to give one to the executor or administrator who has been designated to settle your estate.

VETERANS

Who is eligible to be buried in a VA National Cemetery?

A U.S. citizen who served in the armed forces of a U.S. ally during war-time may be eligible if; one, the service member ended their last active service honorably by death or otherwise; two, a U.S. citizen at the time they entered their last active service and at the time of their death.



What other benefits are available to eligible veterans at death?

Other than being eligible to be buried in a VA National Cemetery, the veteran is also entitled to a flag, military honors, and a grave marker

For more detailed information on veteran's benefits. Please visit <https://choose.va.gov/burials> or contact your local Veterans Office.

PAYING FOR MY FUNERAL

How do I pay for my funeral in advance so my family does not have to take on the financial burden?

The best way to alleviate your loved ones of the financial burden is by pre-funding your funeral. This not only takes the financial responsibility away from them, but also locks in the current rate of the funeral homes goods and services.



I have life insurance. Can my family use that to pay for my services?

There are a couple of ways that life insurance can be used at the time of death; first the beneficiary can pay for the services up front and reimburse themselves after they file a claim; second, they can assign the cost of the funeral expenses to the funeral home and those funds are directly paid to the funeral home. Please note in order to complete an insurance assignment the funeral home must validate that the policy is still in force and active, that premium payments are up to date, no loans have been taken against the policy and that the death benefit is enough to cover the services. It is important to note that an insurance assignment on a group insurance policy (usually issued by an employer or membership) is not typically accepted.

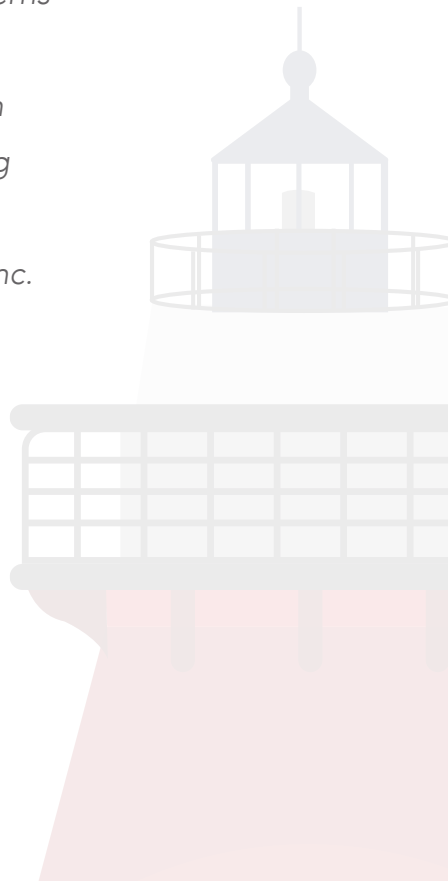


I have a will and enough funds in my bank account(s) to pay for my services at the time of death. Will my family be able to access the funds to pay for services?

The only way an individual can access your bank account(s) is if they are an authorized signer. If you are the sole individual on the bank account(s), no one will be able to access those funds until your estate is probated, which can be a lengthy process. Unfortunately, the funeral home is not able to wait for your estate to be settled to receive payment. It is important to take care of matters such as these prior to death.



We sincerely hope that this guide has been helpful and resourceful. We understand this can be a difficult task and we are truly here for you every step of the way. We also understand that you may still have a few unanswered questions. We strongly encourage you to reach out to us so that we may address any questions or concerns in further detail. Thank you for taking the time to look through this planning guide and placing your trust with Cartmell-Davis Funeral & Cremation Service, Inc.





Main Office, Service Location & Planning Center

373 Court Street, Plymouth, MA 02360

Service Location & Care Center

150 Court Street, Plymouth, MA 02360

Service Location

619 State Road, Plymouth (Manomet), MA 02360

Phone (508) 746-2162

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