

Guidance on Preparing for Bereavement for You and Your Relatives

This checklist has been co-produced by the Practice and our Patient Participation Group to help people think of some of the things that might be needed when someone dies.

IMPORTANT DOCUMENTATION FOR YOUR EXECUTOR/NEXT OF KIN

Some of these will not apply to you.

There is space at the bottom to add anything you need that is personal to you

You will need items marked (*) if you use the 'Tell Us Once' service

Tell Us Once helps you let most government departments and local councils know when someone dies.

https://www.gov.uk/after-a-death/organisations-you-need-to-contact-and-tell-us-once

	NAME, ADDRESS, TEL. NUMBER	LOCATION
Name	NAME, ADDRESS, TEE. NOMBER	LOCATION
Will		
Executors of will		
Next of kin		
Solicitor		
Power of attorney		
Funeral plans/		
preferred director		
Landlord/mortgage		
*Council tax office		
Employer		
School (in the case of		
a child		
Health& social care		
GP		
Hospital		
Social services		
Dentist		
Carer		
End of life		
plan/wishes		
Organ donation		
wishes		
Vet		
Cattery/kennels		
Insurances		
Car		
Life		
Buildings		
Home Contents		
Health insurance		
Dental insurance		
Disability		
Pet Insurance		

Utilities Water	
	1
Gas	
Electricity	
Telephone	
Internet	
Passwords – Social	
Media and other	
internet accounts	
Financial	
Accountant	
Financial adviser	
Money accounts	
Post office	
Building Society	
Bank	
*Pension details	
State and Other	
*Social	
security/benefits and	
order books	
*Tax office	
Credit cards	
Shares/investments	
Property deeds	
Premium Bonds	
Unit trusts	
Nat saving	
certificates	
Bank account books	
Cheque books	
Clubs/Societies	
Motoring, AA, RAC	
Membership cards	
Season tickets	
Library tickets	
Library tierces	
Birth certificate	
*Passport	
*Driving licence	
*Blue badge	
*Car reg documents	
*DVLA	
*NI number	