

DECISIONS DECISIONS...

Studies by the National Funeral Directors Association show, there are an average of 87 decisions to be considered when planning a funeral.



Borek Jennings Arrangement Process -20 Minutes to Relief-

At Borek Jennings we deal with and complete 42 of the 47 decisions you will make at our meeting within the first 20 minutes after you arrive. This process takes an enormous amount of pressure off you right from the start and focuses your attention on the central decisions that affect the way your loved one's life will be remembered.

Our team approach to serving your family will relieve the feeling of being overwhelmed the moment that you sit down with our staff. Our staff is trained and ready to lead you through even the most difficult of planning sessions.

The five most important decisions are about the style of the event. In other words, the way your family and friends will remember your loved one. Studies show that 90% of all Americans want a funeral, but 80% don't know what kind of funeral they would have. At Borek Jennings we will provide you with a variety of options to personalize the funeral and make the service an individual event.

The remaining 40 decisions will be cared for after the service and we will provide a detailed guide with a handy checklist to address and direct you on each and every one of them.

We have provided a complete list of the 87 decisions on the back of this report.

What Kind of Decisions?

1. Important information about the deceased. - 14 decisions.
2. The funeral and disposition of the body. - 33 decisions
3. People and places to notify. - Minimum of 12
4. Documents that may need to be collected. - 13 documents
5. Payments that will need to be determined. - 15



Funeral Directors

Todd Borek
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Hamburg Chapel • 810-231-0200

Lamb Chapel, Howell • 517-546-0100

Jenter Chapel, Manchester • 734-428-8250

Braun Chapel, Brooklyn • 517-592-2280

Borek Jennings
Pre-Recorded Information
Hotline
877-231-7900
WWW.BOREKJENNINGS.COM

What Kind of Decisions?

IMPORTANT INFORMATION ABOUT THE DECEASED

1. NAME
2. HOME ADDRESS & TELEPHONE NUMBER
3. LENGTH OF RESIDENCE
4. NAME OF BUSINESS OR EMPLOYER
5. OCCUPATION & TITLE
6. SOCIAL SECURITY NUMBER
7. VETERANS SERVICE SERIAL NUMBER
8. DATE OF BIRTH
9. PLACE OF BIRTH
10. ANCESTRY
11. FATHER'S NAME
12. MOTHER'S MAIDEN NAME
13. EDUCATION
14. RELIGIOUS AFFILIATION

THE FUNERAL SERVICE AND DISPOSITION OF THE BODY

15. SELECT FUNERAL HOME
16. SELECT CEMETERY OR CREMATORY
17. CLERGY OR OTHER PERSON TO OFFICIATE
18. TYPE OF SERVICE (RELIGIOUS, MILITARY, FRATERNAL)
19. PLACE OF SERVICE
20. TIME OF SERVICE
21. DESIGNATE MEMORIAL CONTRIBUTIONS
22. SPECIAL SELECTIONS OF SCRIPTURE OR POETRY
23. ARRANGE ANY SPECIAL RELIGIOUS CUSTOMS
24. CLOTHING FOR DECEASED
25. CASKET OR CREMATION CONTAINER
26. VAULT OR URN
27. PROVIDING PERSONAL INFORMATION FOR OFFICIATING CLERGY
28. ORDER DEATH CERTIFICATES
29. SELECT PALLBEARERS
30. SPECIAL MUSIC
31. FLOWERS
32. PERSONAL ITEM OF DECEASED TO DISPLAY
33. PHOTOS FOR MEMORY BOARDS OR VIDEO TRIBUTE
34. PREPARATION OF HOME FOR GUESTS
35. TRANSPORTATION FOR FAMILY INCLUDING FUNERAL PROCESSION CAR ORDER
36. CHECKING AND SIGNING AUTHORIZATIONS AND PERMITS
37. PROOFING NEWSPAPER OBITUARIES
38. CONTACT ALL INTERESTED FAMILY AND FRIENDS
39. ANSWERING SYMPATHY CALLS
40. ARRANGE TO MEET INCOMING FAMILY AND FRIENDS AT AIRPORT OR TRAIN STATION
41. MEET WITH CLERGY, FUNERAL DIRECTOR AND CEMETERY TO VERIFY DETAILS BEFORE THE SERVICE
42. GREET ALL FRIENDS WHO VISIT
43. PROVIDE LODGING FOR OUT-OF-TOWN RELATIVES
44. RECORD GIFTS FROM CALLERS FOR MAILING CARD OF THANKS
45. CHECK WILL FOR SPECIAL WISHES
46. ARRANGE CARE FOR MINOR CHILDREN

PEOPLE & PLACES TO NOTIFY

47. FUNERAL DIRECTOR
48. DOCTOR
49. CEMETERY
50. ALL RELATIVES
51. ALL FRIENDS
52. EMPLOYER
53. EMPLOYERS OF FAMILY WHO WILL MISS WORK
54. PALL BEARERS
55. INSURANCE AGENT
56. CHURCH
57. CIVIC ORGANIZATIONS
58. ATTORNEY—ACCOUNTANT OR EXECUTOR OF ESTATE

DOCUMENTS TO BE COLLECTED

59. WILL
 60. BIRTH CERTIFICATE
 61. SOCIAL SECURITY CARD
 62. MARRIAGE LICENSE
 63. CITIZENSHIP PAPERS
 64. VETERANS DISCHARGE CERTIFICATE
 65. INSURANCE POLICIES
 66. BANK BOOKS
 67. DEEDS TO PROPERTY
 68. VEHICLE TITLES
 69. INCOME TAX RETURNS
 70. DISABILITY CLAIMS
 71. CEMETERY PROPERTY DEEDS
 72. OTHER LEGAL TITLES (STOCKS, BONDS, ETC.)
- (THESE ARE REQUIRED TO ESTABLISH RIGHTS FOR INSURANCE, SOCIAL SECURITY, PENSION & OWNERSHIP, ETC.)

PAYMENTS THAT MAY NEED TO BE DETERMINED

73. CEMETERY OPENING AND CLOSING
74. CEMETERY GRAVE
75. FUNERAL HOME CONTRACT
76. CLERGY
77. MUSICIAN
78. FLORIST
79. CLOTHING
80. TRANSPORTATION
81. DOCTOR BILLS
82. HOME CARE NURSES
83. MEDICINE
84. HOSPITAL OR AMBULANCE
85. FOOD FOR LUNCHEON
86. OTHER CURRENT OR URGENT BILL (MORTGAGE, RENT, TAXES, INSTALLMENT PAYMENTS)
87. CEMETERY MEMORIAL