

Death of a Loved One Checklist

SECTION 1: Personal Identification and Vital Documents

- Birth certificate
- Government-issued ID (passport, driver's license)
- Social Insurance Number (SIN) card
- Health card
- Marriage or divorce certificates
- Religious or cultural documents
- Will and Power of Attorney
- Funeral or burial pre-arrangement documents

SECTION 2: Immediate Notifications

- Emergency services (if applicable)
- Family members and close friends
- Doctor or coroner
- Funeral home or crematorium
- Spiritual or religious advisor
- Employer
- Long-term care or retirement home (if applicable)

SECTION 3: Funeral and Memorial Planning

- Choose burial or cremation
- Select funeral home or crematorium
- Arrange burial plot or urn placement
- Choose service type (religious, secular, etc.)
- Set funeral or memorial service date and time
- Select officiant or speaker
- Choose pallbearers
- Write obituary and send to newspaper
- Choose readings, music, and speakers
- Arrange flowers
- Select clothing for deceased
- Order casket or urn
- Arrange transportation
- Plan post-funeral gathering or repast
- Order death certificates

SECTION 4: Legal and Financial Tasks

- Contact the executor of the will
- Meet with a lawyer (if needed)
- Review will and instructions
- Secure home and property
- Notify GRA
- Apply for CPP Death Benefit and Survivor Pension
- Notify financial institutions
- Freeze bank accounts
- Cancel credit cards
- Notify insurance companies
- Transfer or cancel vehicle ownership
- Update land registry (if applicable)
- Settle debts and utilities
- File final tax return
- Distribute personal belongings

SECTION 5: Digital and Personal Affairs

- Cancel phone, internet, and streaming services
- Remove from mailing lists
- Deactivate social media accounts
- Save digital memories/photos
- Arrange pet care (if applicable)
- Notify school or daycare (if relevant)
- Set up mail forwarding
- Cancel memberships or subscriptions

SECTION 6: Optional and Personal Touches

- Create a memory table or slideshow
- Organize a viewing or vigil
- Choose a charity for donations
- Order memorial cards or programs
- Choose music, readings, and photos
- Design a grave marker or plaque
- Coordinate online tributes or guestbook
- Plan ashes scattering (if applicable)