



Dear

On behalf of our Life Celebration home, I would once again like to offer you and your family our condolences on your loss. In our conversation earlier we discussed certain items you would need when we meet for the Family Conference. Below is a list that I hope will make things a little easier for you. I am also attaching your *Family Guide* to creating a meaningful Life Celebration for your review. This guide will help you, and your family, create a personal and meaningful celebration of your loved one's life to be shared with family and friends. We encourage you to take a moment to review this guide with your family. Rest assured, every detail and concern will be addressed. Please be prepared to bring in, or provide, the following information and/or items.

Family Conference

- Full name & address of your loved one
- Date of birth
- Place of birth
- Parents' names & birthplaces (please include mother's maiden name)
- Family names (spouse, children, grandchildren, brothers, sisters, pets etc.)
- Social Insurance Number
- Occupation & Employer
- **25 - 100 photographs** representing family, friends and special memories
- Hobbies, Interests, Personal Items
- Affiliations (church, clubs, organizations etc.)
- Preference of day and time for Life Celebration Services
- Clothing / Jewellery / Glasses
- Cemetery Deed / Information
- Reception / Luncheon
- Insurance policies / CPP Benefits
- Marriage certificate (if surviving spouse)
- We will provide assistance with floral selections, monuments and inscriptions

Again, thank you for your trust and confidence in us. If you have any questions prior to our meeting, please do not hesitate to contact our funeral home or myself.

Respectfully,

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