



If you are arranging a funeral yourself, funeral directors will care for your relative until the day of internment for a fee.

If the deceased has not left specific instructions you need to decide between burial, cremation or a green funeral. Costs vary but cremation always costs less than burial.

It is wise to discuss the possible cost of the funeral with your funeral director if there is no pre-paid arrangement. Funerals are expensive and there is no loss of respect to the deceased in getting quotes from at least two companies, and in looking at which items really matter to you and which you can manage without. A deposit is often required.

Paying for the funeral is the priority in settling the estate, so you should be reimbursed if it is possible. Some people are entitled to a contribution to the cost of a funeral from the SOCIAL FUND. This depends upon the circumstances of the person arranging the funeral not those of the deceased. You must be in receipt of what is defined as a qualifying benefit which includes income support, pension credit, income related ESA and housing benefit. Even if awarded, this does not cover the entire cost of a funeral.

The Coroner

In certain circumstances, deaths may have to be reported to the Coroner. Usually the death will have been reported by the doctor prior to your visit to the Registrar and you will have been told of this. The Coroner will do one of three things:

Decide there is no action necessary and process paperwork to allow the Registrar to proceed with the registration.

Hold a post mortem to establish the cause of death. He/she will issue paperwork to the Registrar confirming the findings and then allow the Registrar to proceed.

He/she will decide to hold an inquest. If this is the case the Coroner's office will give you as much information as possible about the proceedings.

This leaflet has been provided by the Severn Hospice social work team.

When cure is no longer possible;
care is...



Registered charity no. 512394

Shrewsbury
Bicton Heath
Shrewsbury
SY3 8HS

01743 236565

Telford
Apley Castle
Telford
TF1 6RH

01952 221350

Newtown
Hosbis Hafren
Back Lane
Powys
Sy16 2NH

01686 623 558

www.severnospice.org.uk



Information about

When someone dies -
for relatives and next of kin



Leaflet produced by
Severn Hospice





This leaflet is to help you understand the arrangements that have to be made after a death.

When a death occurs there is a lot to do, and this can seem very daunting. We hope to guide you through the essentials of registering a death and starting to think about the funeral.

As the next of kin you will be given the **MEDICAL CERTIFICATE OF CAUSE OF DEATH**, signed by a doctor. You will need this in order to register the death.

You are required to register the death **WITHIN FIVE DAYS** at the offices of the registrar of births, deaths and marriages, that is local to where the death occurred.

SHROPSHIRE: To make an appointment at any of the local registration services you must either telephone 0345 678 9016 Monday to Friday between 9.15 – 4.30 or book on-line at www.shropshire.gov.uk/registrar.nsf

TELFORD & WREKIN: Telephone 01952 382444 Monday to Friday 9 – 5.

POWYS: To make an appointment at your local office telephone 0845 6027038 or 01597 827468 between 9 -5 Monday to Thursday, 9 -4.30 Friday.



Who can register a death?

Normally, a death should be registered by:

- A close relative of the deceased
- A person present at the death
- The occupier of the premises where the death occurred
- The person responsible for the funeral (but not the undertaker)

What information will you need to provide?

- Date and place of death
- Date and place of the person's birth
- Full name (and maiden name if applicable)
- Former occupation of the deceased
- Usual address
- Name of husband or wife or civil partner
- Their date of birth
- Information about state pension and benefits which the deceased received

What do you need to take to the registrars?

- The medical certificate of the cause of death
- The deceased's birth and marriage certificates, if available, and their medical card
- National Insurance number if possible



- 'Blue badge and concessionary bus pass if they were issued by
- Shropshire Council
- Some money to purchase death certificates: It is useful to buy several copies at the time of registering as banks etc will not accept photocopies

What documents will I receive?

- Certified death certificate
- Certificate of registration, sometimes called the BD8, which needs to be sent to the DWP to notify them of the death if the deceased received a state pension or other benefits
- Certificate of burial or cremation, called 'the green form' which serves as proof to a funeral director or crematorium authority that a funeral may take place

Arranging and paying for a funeral

Many people chose to use a funeral director to take on the responsibility of organising everything after taking instructions from you, but it is possible to organise a funeral yourself. The Natural Death Centre website explains what you need to do for a DIY funeral. www.naturaldeath.org.uk

There are no chapel of rest facilities within the Hospice so you will need to inform staff of your choice of funeral director as soon as possible.