

Ivan Fisher

Independent Funeral Homes Ltd

First Steps
Following a Bereavement



First Steps

When a family suffers a bereavement it is of course a very individual and personal experience, however in every case there are some similar tasks that have to be performed and this leaflet is designed to point you in the right direction. Most importantly you should remember that as professional funeral directors we are here to guide you through the whole process. For any questions not covered by this leaflet, a simple telephone call to our office will usually give you the answer.

Obtaining a Death Certificate

Provided the death had been expected it is usually straight forward to obtain a death certificate. This will be issued by the person's GP or the hospital bereavement office. If the death was unexpected then it may be that the Coroner will become involved: a relevant heading follows in the leaflet.

Registering the Death

When someone dies the death must be registered by the Registrar of Births, Marriages and Deaths within five working days unless the Coroner is involved or there are other special circumstances. There are many register offices in our area for your convenience. You will be required to make an appointment before you visit either online or by telephone.

It may be possible for us to provide transport for you if you would otherwise find it difficult to get there. You should take with you the Medical Certificate of Death issued by the doctor, and the deceased's medical card if it is available.



The following information is needed by the registrar:

- The full name and surname of the deceased (and the previous name if the deceased was married)
- The deceased's usual address.
- The deceased's date and place of birth.
- The deceased's date and place of death.
- The deceased's occupation.
- If the deceased was married, the date of birth of the surviving widow or widower.
- The informant's (person visiting the register office) name, address and qualification.

The registrar will issue you with number of documents, for us the most important one is the Certificate for Burial or Cremation which is bright green in colour. This form allows the funeral to take place and should be given to us upon receipt.

You will also be able to purchase Certified Copies of the Register Entry; these are used when administering the deceased's estate for closing bank accounts or cashing life insurance policies.

The Coroner

Generally the Coroner becomes involved with deaths which are sudden, unexpected, due to accidents, violence, or of unknown cause. The Coroner's role is to establish the exact cause of death. The Coroner's involvement is by no means unusual and you should not be worried if this is the case.

It does mean however, that the registration procedure will be altered but if you speak to us we can advise you what to do.

Arranging the Funeral

As already mentioned, each and every funeral is distinct from any other and making it appropriate for the person and family concerned is our main priority. Ideally the arrangements and service should reflect the wishes of both the deceased and those left behind and if this is not possible a balance should be struck. In years past the majority of funerals in this country would have been based around the rites of the Church of England, however, today there are a number of different options that can be arranged.

Some decisions about the funeral need to be made earlier than others. One which should be made at an early stage because it influences a number of the other details is whether the funeral will conclude with burial or cremation. Once that decision has been made it is our aim to arrange the funeral to take place at a time and date which is convenient for you. However, it is important to remember that many factors affect when a funeral can take place, including when the death certificate is available, whether or not the Coroner is involved and the availability of the church/minister and the cemetery or crematorium. It is usual to expect the funeral to be about 7-14 days from the date of death however there is of course a degree of flexibility and we will endeavour to accommodate your wishes.

There are many options as to where the funeral can be held, including but not limited to, your local church or chapel, local crematoria and woodland burial grounds.

Overleaf are outlined things you may like to consider before we meet to discuss the funeral in detail.

Things to Consider Before Meeting us to Discuss the Funeral in Detail

- Will the service conclude with burial or cremation?
- On the day of the service where will the hearse leave from and will you require any limousines?
- Do you want any particular vehicles, perhaps a horse drawn or motorcycle hearse?
- Will the service be religious or secular?
- Do any family members or friends wish to be involved with the service in some way?
- Is there any particular, music, readings or hymns you would like included in the service?
- Do you want any newspaper announcements to be placed for you, if so in which newspaper/s?
- Do you wish mourners to send floral tributes or charitable donations in lieu?
- Will anyone wish to visit the deceased in our Chapel of Rest or indeed will you want the deceased brought to rest at home?
- Would you like the deceased to be dressed in their own clothing or in a gown that we can supply?
- What sort of coffin would you like for the funeral? We can supply veneered finish, solid wood, willow, bamboo, cardboard, American caskets and many more. There is a huge variety available so just ask if you have anything particular in mind.

Useful Telephone Numbers

Norfolk Registration Service
0344 800 8020

Bereavement Service Helpline (Claims)
0800 731 0469

Norfolk and Norwich Hospital Bereavement Office
01603 287165

James Paget Hospital Bereavement Office
01493 452359

Priscilla Bacon Lodge
01603 255720

Norwich and Central Norfolk Coroners Office
01603 276793

Aylsham Market Surgery
01263 733331

Aylsham & Reepham (Hungate Street) Surgery
01263 733693

Hethersett Surgery
01603 977477

Hingham Surgery
01953 850237

email: info@ivanfisher.co.uk

web: www.ivanfisher.co.uk

Aylsham Office

The Old Bank
2-4 Norwich Road
Aylsham
Norfolk
NR11 6BN

tel: 01263 735161

Hethersett Office

Norton House
Park Drive
Hethersett
Norwich
NR9 3EN

tel: 01603 810022

Hingham Office

The Old Dairy
15 Norwich Street
Hingham
Norwich
NR9 4LJ

tel: 01953 850330