

COPIES OF THE DEATH CERTIFICATE:

You will need to give copies of the death certificate to many of the offices or agencies you contact. You can purchase certified copies of the death certificate through your funeral director or directly from the county Health District. There will usually be a charge of a few dollars per certificate. You may save money by using a photocopy when possible, but many companies will require a certified copy. For most circumstances, you will want 10-12 copies initially, but may need more later.

COPY OF A CERTIFICATE OF HONORABLE (OR OTHER THAN DISHONORABLE) DISCHARGE:

If the deceased was a veteran. Write the Department of Defense's National Personnel Record Center, 9700 Page Boulevard, St. Louis, MO 63132, if you cannot find a copy of the discharge.



COPIES OF A MARRIAGE CERTIFICATE:

You will need copies of the marriage certificate if the spouse of the deceased will be applying for benefits. Copies are available at the Office of the County Clerk where the marriage license was issued.

COPIES OF BIRTH CERTIFICATES FOR DEPENDENT CHILDREN:

Copies are available at either the State or County Public Health offices where the child was born. (Many of these records can be ordered online at: www.vitalchek.com).

A COPY OF THE WILL:

The lawyer of the deceased may have the will, or it may be in a safe deposit box or with the personal belongings of the deceased.

VICTIM ASSISTANCE

Victims of Crime Program

702-486-2740

www.voc.nv.gov

Public Administrator

702-455-4332

www.co.clark.nv.gov

Coroner

702-455-3210

www.accessclarkcounty.com

Social Security

800-772-1213

www.socialsecurity.gov

Veterans Administration

702-251-7873/800-827-1000

www.va.gov

Death Certificates

702-759-1010

www.southernnevadahealthdistrict.org

IF YOU CAN'T FIND AN ANSWER

Call 702-267-4770

POLICE

Henderson Police Dept.

Emergency 911

Non-Emergency 311

Records 702-267-4700

Main Number 702-267-5000



SURVIVORS GUIDE When Death Occurs



Jutta G. Chambers
Chief of Police

223 Lead Street
P.O. Box 95050
Henderson, NV 89009

Advocate
Phone 702-267-4770

www.cityofhenderson.com/police/victim_witness_advocate.php

The death of a spouse or loved one is a very difficult time. Yet even during this period of grief and emotional readjustment, important financial and logistical arrangements must be made. This guide, however, was developed to help you prepare for and handle the many details which must be attended to, whether or not any prior arrangements were made.



Check List

- ☐ Make a list of immediate family, close friends, and employer or business colleagues. Notify each by phone.
- ☐ Decide on the time and place for the funeral or memorial service.
- ☐ Select who will conduct the service, give the eulogy, speakers, music, pall bearers and reception.
- ☐ If flowers are to be omitted, decide on an appropriate memorial to which gifts may be given, such as a church, library, school, or charity.
- ☐ Write the obituary. Normally, the mortuary does this, you may wish to consult with them. Include age, place of birth, occupation, college degree(s), memberships held, military service, outstanding work, list of survivors in immediate family. List memorial information. Give time and place of services

- ☐ Plan for disposition of flowers after the funeral (hospital, church, rest home, etc.).
- ☐ Arrange for family members or close friends to take turns answering the door or phone, having them keep careful records of all visits and phone calls (this will allow you to prepare a list of persons to receive acknowledgments of flowers, calls, visits, etc.).
- ☐ Arrange hospitality for visiting relatives and friends.
- ☐ Arrange appropriate childcare, if needed.
- ☐ Coordinate special needs of the household, (i.e.: cleaning, grocery shopping, etc.,) which may be done by friends/relatives.
- ☐ After the service, send appropriate acknowledgments to visitors, service attendees, etc. (these may be written notes, printed acknowledgments, or some of each).



- ☐ Notify insurance companies (life, health, auto, etc.) of immediate cancellation and request any refund due.
- ☐ Check carefully all life and casualty insurance and death benefits, including Social Security, credit union, trade union, fraternal, military etc.
- ☐ Check also on income for survivors from these sources.
- ☐ Check promptly on all debts and installment payments. If accounts were joint accounts, consult with creditors and ask them for more time before payments are due, or close out credit cards and checking accounts.
- ☐ If the deceased was living alone, notify utilities, landlord, DMV and contact the Post Office and advise where to send mail. Take precautions against thieves.
- ☐ Notify the lawyer and executor of the Will. Get several copies of the death certificate.

IF YOU CAN'T FIND AN ANSWER

Call 702-267-4770