



Gentle Hand Funerals – Family Funeral Checklist

Your Funeral Director is Here to Support You

When you engage a funeral director, it's important to know that you are not expected to handle every detail alone. Under no circumstances should families be left to organise printers, florists, vocalists, or other service providers while navigating their grief. A hands-on funeral director ensures these tasks are managed on your behalf, so you can focus on what matters most: being with your loved one, processing your emotions, and finding moments of peace amidst this difficult time.

Planning a funeral can feel overwhelming. This checklist is designed to gently guide you step by step, with the reassurance that your funeral director is alongside you, taking care of the details and supporting you throughout.

In the First 24–48 Hours

Contact Gentle Hand Funerals so a hands-on funeral director can guide and support you

Arrange the transfer of your loved one into care

Provide key information required for the death certificate, including:

- Full name and any previous names
- Date and place of birth
- Occupation
- Parents' names (including mother's maiden name)
- Marital status and spouse details
- Children's names and ages

Locate any known funeral wishes, will, or pre-paid funeral details (if applicable)

Before Any Funeral Details Are Share

Confirm all arrangements with your funeral director before making any announcements

Ensure availability is aligned for:

- Priest, celebrant, or officiant
- Cemetery, crematorium, or venue
- Date and time of the service

Once confirmed, your funeral director can guide you on sharing accurate funeral details with family, friends, and on social media

Planning the Funeral Service

Decide on burial or cremation

Choose the service location (church, chapel, graveside, crematorium, or alternative venue)

Select the priest, celebrant, or officiant

- Discuss coffin or casket selection
- Choose music, readings, prayers, or poems
- Decide who will speak or deliver eulogies
- Consider personal touches such as photos, flowers, or symbolic items

Cemetery or Crematorium Arrangements

- Confirm cemetery or crematorium booking
- Discuss grave or niche options (if applicable)
- Consider memorial options such as plaques or lawn grave markers
- Review timing restrictions or special requirements

Viewing and Farewell Options

- Decide whether you would like a private viewing or farewell
- Confirm date, time, and location for the viewing
- Discuss clothing and personal items with your funeral director

After the Service

- Plan the wake or gathering at a venue that suits your budget and the atmosphere you wish to create
- Arrange catering (if desired)
- Consider how ashes will be handled or returned (for cremations)

Practical Matters to Attend To

- Receiving the death certificate (your funeral director will have lodged it on your behalf)
- Obtain certified copies of the death certificate
- Notify relevant organisations (banks, superannuation, Centrelink, insurance, utilities)
- Consider grief support or counselling services

Remember

There is no right or wrong way to farewell someone you love. Take your time, ask questions, and lean on your funeral director for guidance. At Gentle Hand Funerals, we are here to walk beside you, one gentle step at a time.

“With care, Anna – Gentle Hand Funerals”