

Family Resource Sheet

Compliments of Funeral Alternatives of Washington

The "Consumer's Advocate"

360-753-1065

Death Certificates: A death certificate is a document used to record the vital statistics and cause of death for a deceased person. The original death certificate is kept on permanent file with the State Department of Vital Records, and is not obtainable by the public. Certified copies can be ordered through Funeral Alternatives for up to one year following the death. After that, you will need to contact the State Department of Vital Records to obtain additional certified death certificates.

Certified Copy: A certified copy of the death certificate is available through the health department in the county where the death occurred. These are colored legal documents with the County Registrar's signature and the state seal. These copies are usually required for legal purposes. Certified copies may be obtained through Funeral Alternatives, or you may request them on your own at a later date through the county health department. Funeral Alternatives does not charge a fee for acquiring these documents; we obtain the copies on your behalf as a service to you. However, the County does charge a small fee for each death certificate ordered. We ask that you pay that fee.

<p>Thurston County Health Dept. 412 Lilly Rd. NE Olympia, WA 98506 (360) 786-5581 \$20 Copy Fee</p>	<p>Lewis County Health Services 360 NW North St. Chehalis, WA 98532 360-740-1223 \$20 Copy Fee</p>
<p>Mason County Health Dept. PO Box 1666 426 W Cedar St. Shelton, WA 98584 360-427-9670 ext. 400 \$20 Copy Fee</p>	<p>Washington State Dept. of Health Center for Health Statistics PO Box 9709 1010 Israel Road SE Tumwater, WA 98507-9709 360-236-4313 \$20 Copy Fee</p>

Usually, certified copies of the death certificate are required for insurance, insured loans, stocks or bonds in joint ownership and for real property in joint ownership. *Note: You will need to remove the deceased's name from everything.*

Most counties only keep recent records available. This timeframe varies from county to county. Generally in order to obtain a certified copy of the death certificate for a death that is over 3 months it is advised to contact the Center for Health Statistics.

Social Security: Funeral Alternatives of Washington will notify the Social Security Department, and then the family MUST call Social Security to make an appointment if they are eligible for benefits. The requirements are different for each family so you need to get the information from Social Security in order to apply for any benefits that are due. Call 1-800-772-1213 between 7am-7pm Monday through Friday. The local SSA number in Olympia is 360-753-9451. In addition, you can access more information via the website: <http://www.sa.gov>

Banks: Be sure to notify banks of a death. Banking accounts, government bonds, time savings certificates, etc.

Safety Deposit Box: If in joint ownership, remove deceased's name. If in name of deceased only, inquire with the bank as to what steps need to be taken.

Bank Loans & Installment Contracts: Call each lending institution and inquire if the loads are insured.

Stocks and Bonds: Write to the stock company and ask about their procedures in case of a death.

Insurance: Notify a company agent in the local area, or notify the company itself. Check for coverage at the place of employment, auto medical coverage, health and accident coverage, and life insurance. Also be sure to check with all credit card companies regarding possible policies on the account. Call the agent for each or write to the headquarters for appropriate forms for claims. Make sure you keep a written log of who you spoke with and when so that you can track the claim easier. Fire Insurance: remove the name of the deceased from the policies.

Motor Vehicles: Change the title for each vehicle, including boats. For more detailed information contact the Department of Motor Vehicles at 360-902-3770. Mail a photocopy of the death certificate to PO Box 9020 Olympia, WA 98507. *Note: if there is not a Community Property Agreement, you will need to fill out an Affidavit of Inheritance that is available through the Department of Motor Vehicles.*

Federal Internal Revenue Service: IRS regulations change regularly, it is best to contact the IRS directly for their current regulations.

Voter Registration: To cancel an individual's voter registration write a cancellation notice stating that the individual is deceased. Voter registration cancellations should be sent to the appropriate county Auditor's Office.

Thurston County Auditor's Office 2000 Lakeridge Dr. SW Bldg #1 Olympia, WA 98502 360-786-5224	Mason County Auditor's Office PO Box 400 411 N 5 th St. Shelton, WA 98584 360-427-9670 ext. 468	Lewis County Auditor's Office Elections Dept. PO Box 29 Chehalis, WA 98532-0029 360-740-1156
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Veterans Administration: Funeral Alternatives can help you file for burial benefits and obtain a US flag for the next of kin. In most cases, the cemetery of choice will file ordering of a Veteran's marker or cemetery reimbursement. Contact: VA Regional Office - Office of Memorial Affairs (Benefits information and assistance) 1-800-827-1000

Consult and Attorney as Necessary: This is not a comprehensive guide to required action to be taken in the event of death. This list is simply a public service list to help you get started on your own. It should not, for any reason, be misconstrued to be any form of legal advice or guide. We are not responsible for any information contained herein, as it was all gathered by contacting agencies and individuals who are not affiliated with our establishment(s). Be aware that policies, procedures, address, phone numbers, prices, etc., may change without our knowledge despite our attempts to keep this list reasonable up-to-date for your convenience.