

PERSONAL INFORMATION

Surname	
Maiden Name (if applicable)	
First Name	
Middle Name (s)	
Known as	
Place of Birth Town/State/Country	
Date of Australian arrival If born overseas	
Usual Occupation	
Gender Identity M/F/Other	
Mother's Full Maiden Name	
Father's Full Name	
Marital Status Married/ defacto/widowed/divorced/ never married	
First Marriage Place of Marriage/Age when married/ to whom	
Second Marriage Place of Marriage/Age when married/ to whom	
Children Names, date of birth, living or deceased	
Funeral Details Cremation or burial	
Preferred Cemetery/Memorial Gardens If applicable	
Preferred Funeral Service Location Chapel, Church-if applicable	
Religion If applicable	
Special Requests If applicable	



LIST OF CONTACTS

	Name	Address	Phone Number
Next of kin			
Executor(s)			
Solicitor			
Accountant			
Centrelink			
Doctor			
Phone Company			
Electricity Company			
Gas Company			
Council (rates)			
Real Estate Agent (rent)			
Bank/Building Society			



LIST OF DOCUMENTS

	Yes/No	Location
Birth Certificate		
Marriage Certificates		
Property Deeds		
Will		
Insurance policies (home, contents, car)		
Taxation records		
Home loan details		
Leases		
Life and superannuation policies		
Pre-paid or pre-arranged funeral information		
Pre-purchased burial or memorial sites		
Bank account details		