

Information required by The Registrar General of Births, Deaths and Marriages

Details of deceased person

- Name at birth
- Birth date
- Birth place
- Ethnic group
- Address
- If not born in NZ, year of arrival in NZ
- Profession/occupation
- Full name of father, and his profession/occupation
- Full name of mother, and her profession/occupation

Marital details

- First marriage/union details
 - Where married/united
 - Age when married/united
 - To whom married/united
 - Living spouse/partner's birth date
- Second and subsequent marriages/unions to be recorded separately

Living children

- Sons' names and birth dates
- Daughters' names and birth dates

Service record (if applicable)

- Service number
- Overseas/NZ service
- Which war
- Rank, unit or regiment

This brochure offers some guidance in preparing for a funeral. Planning for a funeral can help reduce anxiety in the final phase of life.



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Planning for a Funeral

Thinking Ahead

For the patient

Some people towards the end of their life like to be involved in the planning of their funeral. Useful considerations for planning your funeral are included in this brochure.

If you have someone in mind to conduct your funeral, you might want to consult with them about specific details and what you would like to happen at your funeral service. Some people are happy to leave the funeral planning to family/whānau, or perhaps a specific person in whom they have confidence. In this case, the family/whānau or nominated funeral celebrant takes a lead role in planning a suitable funeral for you. If you are unsure of who might act as your funeral celebrant, your funeral director will be able to provide you with names of people who could be contacted.

When Death Occurs

For the family/whānau

When a person dies, every effort is made to provide a supportive environment for family/whānau to spend whatever time is available with their loved one.

If your loved one has been in the care of Arohanui Hospice or in an Aged Residential Care (ARC) facility, staff there will be present to answer questions. They will care for the body of your loved one. Staff welcome the help of family/whānau in this special task. If your loved one has died at home, district nurses and/or palliative care nurses will be available to guide you.

The Funeral Director

If the services of a funeral director are required, it is usual to contact them at this time. The funeral director will then call at a pre-arranged time to collect your loved one.

If your loved one dies at Arohanui Hospice or in an ARC facility, you may choose to be present when the funeral director calls. You may prefer to go home, leaving staff to transfer your loved one into the care of the funeral director.

Sometimes family/whānau find it helpful to have an initial consultation with the funeral director when they come to collect their loved one. Some or all of the following matters can be discussed with the funeral director at this early stage:

- Whether your loved one is to be buried or cremated
- Whether your loved one is to be taken home prior to the funeral service
- The likely venue for the funeral
- The likely day and time of the funeral service
- The name of the person who is to conduct the funeral
- The wording for a death notice to appear in local and/or other newspapers

If it is not appropriate to discuss all these matters during the initial meeting with the funeral director, they will arrange a time to meet with you to make the necessary arrangements.

As part of this follow up meeting, the funeral director will need to record some details, required by law.

Please refer to the final page of this leaflet for a guide to the sorts of information the Funeral Director will require.

Things to Consider

Generally, families/whānau want a spirit of celebration to flow through the funeral service. It is good to remember that while a funeral service is to mark the life of a person who has died, it is also intended to be fitting for those who remain to mourn their loved one's death.

Music: Music usually plays an important part in the celebrations of a person's life. Favourite songs can be played, hymns sung, instruments played, and incidental music chosen that fits the occasion. Your funeral celebrant will be able to suggest points in the service where the chosen music will fit well.

Readings: These could be readings from the scriptures of your religious tradition, if you have one. They could be poems or other writings which convey ideas which fit well with the intent of the service.

Tributes: People can offer a tribute or eulogy. In addition, an opportunity can be given during the funeral service for other people to speak briefly during the tribute time.

Karakia/prayers: For many it is helpful to include prayers in the service. Prayers for the person who has died, prayers of thanks giving, prayers of comfort and support, and perhaps other prayers appropriate to the occasion.

Visual tribute: Depending on the funeral venue, it is possible that a slideshow presentation summarising the life being celebrated could be shown. Consult with your funeral director.

Livestream online: Many funeral chapels, churches and other venues have the facilities to offer live-streaming of the service for family/whānau and friends overseas or around Aotearoa New Zealand.