

Family Checklist

Shalom

FUNERAL CHAPELS

NOTE: If your loved one was born in Trinidad and Tobago you will require a copy of the computerized birth certificate to register the death. If they were not born in T&T, their I.D. alone can be used to register the death.

1. Take a computerized copy of the T&T birth certificate and The I.D. Card of the deceased as well as your I.D. and Go to The Local Register of Births and Deaths for the area where your loved one died to register the Death Certificate. Bring one Certificate from the registrar to Shalom Funeral Chapels for our retention.
2. Take Registered Certificate to Legal Affairs to generate the Polymer Computerized Copy of the Death Certificate currently TT **\$25.00** Each. Determine how many Copies of the Death Certificate your family needs. One for: Insurance or relief any other legal matters. Get the number of certificates that you need to transact all your business.
3. Take this Polymer Certificate along with an initial receipt of payment from Shalom Funeral Chapels to the NIB to apply for the funeral grant if applicable.
4. Request and Invoice from Shalom Funeral Chapels if you intend to apply to Social Welfare for relief.

Bring in Clothing, Photos for Programs and program information no later than 12 Noon, two days before the scheduled funeral day.

- Hand Rag & Bath Towel
- **Male:** Socks, Under Pants, Shirt, Pants, Jacket and Tie
- **Female:** Suit or Dress (Long Sleeves and High Neckline) Bra and Panty, Socks or Stocking
- **Email All** info for funeral arrangements to shalomfuneralstt@gmail.com Call when you have sent the email to confirm receipt: 636-2450 / 686-0319

Date of Funeral: _____

Venue: _____ Pastor _____

Funeral Time: _____

Interment / Inurnment at: _____

Program Checklist:

Order of Service from Minister

Officiating Minister's Name & Contact Number

Church Name

Church Address

Photo

Hymn and Song Selections

Items Must be Submitted in **Block Letters** or be **Type Written**

How to Write a Eulogy

Name of Deceased was called from works to reward on *Date of Death* age the age of XX.

Name of Deceased affectionately called *Nick Name* was born to *Name of Parents* in *Place where they was born* on *Date of Birth*.

Talk about how many siblings they had and the order of birth (e.g. *He was the second of five children*) Share any childhood memories that you may be aware of that may make the readers smile. Talk about where he was educated and then where he worked. Feel free to share any known sayings or doings that the deceased was well know for. (e.g. *Every one knows that dad was great at making souse*).....

Talk about His final days and any life lessons that you will take from his existence....

He leaves to cherish his memory: list the family names.

Name of Deceased: _____

Formally of: (address) _____

Date of Death: _____

Names of Parents: _____

Name of Spouse: _____

Names of Children: _____

Names of Siblings: _____

Names of Grand Children: _____

Nieces and Nephews: _____

Aunts and Uncles: _____

Cousin of: _____

Relative of: _____

Friend of: _____



Couya
636-2450

Port of Spain

688-0735

Notes: _____

A grayscale photograph of two hands clasped together, with horizontal lines overlaid on the image. The hands are positioned in the upper half of the frame, with fingers interlaced. The background is a light, textured surface. The horizontal lines are thin and black, extending across the entire width of the image.