



WILLIAM FARMER

FUNERAL DIRECTORS

Funeral Planning Guide & Personal Profile Record



Murray River

A Good Life Deserves the Best Farewell



Memorial Chapel, Bendigo



Victoria Street Chapel, Eaglehawk

Welcome to William Farmer Funeral Directors

We would like to thank you for contacting us for information about the services we offer. In this booklet we cover various options available. Also for your convenience we have included the information required by the Registry of Births Deaths and Marriages of Victoria for a death registration.

Since 1873 we have been locally owned and operated. The standard of care and guidance to the wide community has not changed since the very beginning.

Our funeral homes are located in both Bendigo and Eaglehawk, offering well-appointed chapels, reception rooms and parking. Our Eaglehawk branch also includes an outdoor chapel as well as a playground for young children.

We continue to improve our facilities by updating the chapels with the latest technologies where possible; and refurbishment when needed. This gives us the confidence that we are offering our families a comfortable and safe environment at a difficult time.

In addition to our two locations, we also operate Appleby Funerals in Inglewood, this enables us to care for families in smaller towns in the region.

We are constantly striving for excellence in everything we do, and believe that a good life deserves the best farewell.

We sincerely hope you find this booklet helpful in guiding you through the processes involved with a funeral. If we can be of any assistance or answer any questions you may have about funerals, please do not hesitate to contact a member of our caring team.

Yours Faithfully,

Andrew & Heather Hampton

The First Steps

WHEN SOMEONE PASSES AWAY

Most people are unsure of what to do when someone passes away in their family. It is important to contact us as soon as possible. This will enable us to assist you during this time.

The majority of deaths are from natural causes and can occur in hospitals, aged care homes or at the family home. In most of these situations a Medical Certificate of Cause of Death will be issued by the treating doctor.

If a death occurs in a hospital, the family are required to make the initial contact with us. However in an aged care home, the staff will make contact once the family have been notified.

If someone passes away at home, the initial contact should be their doctor, who may agree to write a Medical Certificate of Cause of Death. Once the doctor has been advised, you would then contact us to transfer the person into our care.

In the case of a sudden and unexpected death and a doctor is not prepared to write a Medical Certificate of Cause of Death; you then need to contact the police who will attend the place of death. The police will then report the death to the Coroner. The person is then transferred to the Coroners Court in Melbourne. We will work closely with you and the Coroner to ensure your relative or friend is brought into our care as soon as possible.

ARRANGING THE FUNERAL

Having to plan a funeral for a person close to you can be a daunting task. Our role as your Funeral Director is to guide and support you through the steps of arranging a funeral. We endeavour to make this process as stress free as possible, to ensure the arrangements are carefully and thoughtfully planned.

In the following days, we work closely with you providing ongoing assistance. We will liaise with the clergy or celebrant, newspapers, florists, cemeteries, churches and any other third parties that might be required in preparation for the funeral service.

Simply, our service revolves around your needs. We provide options, but you make the decisions. A funeral service should reflect upon a lifetime of memories through words, music, photographs or life symbols. We will assist you in creating a unique funeral for your loved one.

Different Options for Different Needs

THE FUNERAL SERVICE

The funeral service provides family and friends the opportunity to honour and celebrate the life of a loved one; and to show their love and respect in a meaningful way.

In some cultures and religions the funeral service is a rite of passage; for others there is a preference for a civil service in a more relaxed atmosphere. Some families prefer a more intimate service by having a private funeral. There are various options for the type of funeral service you would like and we are available to discuss the options with you.

PREPAID FUNERALS

Prepaying your funeral alleviates two of the burdens bestowed upon your family. These are: your wishes and the funeral expenses. By prepaying your funeral, we record the type of service you would like together with the family information required by Births Deaths & Marriages for the death registration. We calculate the fixed costs at today's prices.

When you prepay your funeral with William Farmer, your funds are invested into a funeral bond at a Friendly Society as per the Prepaid Funeral Act in Victoria, ensuring your funds are secure. These funds earn bonuses annually which offsets inflation. You may pay for the funeral in full, or you may choose to prepay your funeral by instalments.

PRE-ARRANGED FUNERALS

A prearranged funeral allows you to record your funeral wishes together with the family information required by Births Death & Marriages for the death registration. These arrangements are held on file until needed. Although your funeral is not prepaid, this option allows for your estate to bear the costs of the funeral. You can be assured that all information is correct, and your wishes are carried out. This option will relieve your family from any additional stress during a difficult time.

Should you require our services, we are available to meet with you and your family in one of our offices or your home.

Those to Notify

Over the years people have asked us who they should contact after a person dies. To assist you, below is a list of contacts you may require.

Accident Insurance
Accountant
Ambulance Membership (1300 366 141)
Australian Taxation Office (132 861)
Banks
Building Societies
Centrelink (132 300)
Chemist
Church or Religious Organisations Clubs
and Associations
Companies (e.g. Directorships)
Credit Card Providers
Credit Unions
Dentist
Department of Veteran Affairs (133 254)
Doctor, Specialist or Hospital
Electoral Commission (131 832)
Electricity Company
Employer/former Employer

Executor of Will
Financial Institutions/Loan Companies
Friendly Society
Gardening Services
Gas Company
Home Appliance Rental
Home and Contents Insurance
Home Delivery Service
(e.g. newspapers, milk, subscriptions)
Home Nursing Organisation
Landlord
Life Insurance
Local Council
Meals on Wheels
Medicare (132 011)
Optometrist
Post Office
Private Health Fund
Superannuation Company

Personal and Family Details

Title

Surname

Given Name(s)

Place of Birth

City or Town

Country

Address

Date of Birth / /

Occupation before retirement

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Pension Details

Medicare No.

Nationality

Date of Arrival in Australia / /

PARENTS' DETAILS

Father's Full Name

His Date of Birth / /

His Occupation

His Address

Mother's Full Name

Maiden Name

Her Date of Birth / /

Her Occupation

Her Address

Marriage Details

Current Relationship Status

1 Place of Marriage
City or Town Country

Date of Marriage / /

Wife/Husband/Partner's Full Name

.....
Including Surname at Marriage

.....
Surname at Birth (if different)

2 Place of Marriage
City or Town Country

Date of Marriage / /

Wife/Husband/Partner's Full Name

.....
Including Surname at Marriage

.....
Surname at Birth (if different)

3 Place of Marriage
City or Town Country

Date of Marriage / /

Wife/Husband/Partner's Full Name

.....
Including Surname at Marriage

.....
Surname at Birth (if different)

Children - Full name including surnames

1 Full Name / / Date of Birth
2 Full Name / / Date of Birth
3 Full Name / / Date of Birth
4 Full Name / / Date of Birth
5 Full Name / / Date of Birth
6 Full Name / / Date of Birth

Next of Kin

Name
Address

Solicitors

Name
Company Name
Address

Funeral Details

Service at

Cemetery / Crematorium

Grave / Re-open details

Celebrant

Denomination

Other wishes to attend to

Hymns / Music

Notes

Funeral Plan Schedule

Date / /

FUNERAL SERVICE COSTS

Professional Service Fee including

..... coffin as selected \$

Disbursements to be paid on your behalf

Cemetery Fee \$

Cremation Fee \$

Celebrant Fee \$

Flowers \$

Musician Fee \$

Doctor's Cremation Certificate Fee \$

Travelling Costs \$

Reception Room \$

Other Fees () \$

Full Death Certificate \$

Total GST Included \$

PLEASE NOTE:

Costs for notices in the media and refreshments are determined at the time of funeral

Our Services Include

- Day and night attention every day of the year
- Trained staff to arrange funerals for city, country, interstate, or shipment overseas
- Staff and facilities to effect transfer from place of death as required
- Preparations carried out by qualified staff
- Liaise with funeral celebrants or clergy and co-ordinate funeral venue
- Arrange with crematorium or cemetery for reservation requirements
- Prepare and insert notices into the media options of your choice
- Contacting RSL, clubs, other organisations etc. regarding funeral participation
- Obtaining the relevant certificates from doctors or coroner
- Registering the death with Births Deaths & Marriages, who will then issue a Full Death Certificate
- Advice on the many aspects of funeral matters
- Advising Centrelink or Veteran Affairs pensions; also Transport Accident Commission (if applicable)
- Use of our chapels
- William Farmer Memorial Books
- Video Streaming is available at our Victoria Street Chapel at Eaglehawk, allowing the service to be viewed live anywhere in the world for those unable to attend.
- Prestige Funeral Vehicles, including hearses and coaches for families
- Grief Care (series of books sent to our families)

FURTHER OPTIONS AVAILABLE TO OUR FAMILIES

- A wide selection of coffins and caskets to suit all personal tastes
- Arranging floral tributes of your choice
- Musicians including Pipers, Soloists, Organists etc.
- Availability of various flags
- Design choices of Memorial Books
- Reception Rooms and funeral catering
- Funeral printing and photo presentations
- Additional family suggestions

Your Story

This section gives you the opportunity to tell your life story. It enables you to reflect and record memories of your life’s journey, including perhaps a funny anecdote. Only you know your life story, so why not write it down?

Earliest memories

My parents

My school days

Pets

Your Story

School achievements

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How I met my wife / husband / partner

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My family

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Things you may not know about me

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Things I like to do

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How I would like to be remembered

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Additional notes

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Our Locations

Head Office

WILLIAM FARMER P/L

151 McCrae Street, Bendigo Victoria 3550

P: 03 5441 5577 F: 03 5443 1070 E: funerals@williamfarmer.com.au

WILLIAM FARMER P/L

12 Victoria Street, Eaglehawk Victoria 3556

P: 03 5441 5577 F: 03 5443 1070 E: funerals@williamfarmer.com.au

APPLEBY FUNERALS

25 Brooke Street, Inglewood Victoria 3517

P: 03 5438 3189 F: 03 5443 1070 E: funerals@williamfarmer.com.au

PHONE FOR 24 HOUR SERVICE

www.williamfarmer.com.au