



**FAMILY FUNERAL CHAPELS & CREMATORY**  
*Honoring Lives in Unique Ways*



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## Family Checklist

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At Van Orsdel Family Funeral Chapels, we strive to provide you the best possible service, and want you to feel assured that your loved one is taken care of with the utmost respect and dignity. We know that this is a very difficult time for you and your family. In order to help you gather the required information, we have compiled a list of your loved one's necessary documentation and information to provide us with, so that we can properly serve you and your family.

- ☐ Date of Birth
- ☐ Place of Birth
- ☐ Social Security Number
- ☐ Father's Name
- ☐ Mother's Full Maiden Name
- ☐ Military Discharge Paper (DD 214)
- ☐ Name of Family Clergy and Church (include address & phone number)
- ☐ Clothing (including undergarments)
- ☐ Current Color Photo
- ☐ Submit Family Obituary
- ☐ Service Date and/or Time
- ☐ Any Insurance Policies
- ☐ 30 Numbered Photos for Video Tribute (Original Photos or On Flash Drive, CD, Via E-Mail, etc.)
- ☐ Other: \_\_\_\_\_
- ☐ Other: \_\_\_\_\_
- ☐ Other: \_\_\_\_\_
- ☐ Other: \_\_\_\_\_

If you have any questions or need further assistance, please do not hesitate to contact us at (305) 271-1222.

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**Kendall Drive**  
11220 N Kendall Dr.  
(305) 279-6644

**Coral Gables**  
4600 SW 8<sup>th</sup> St.  
(305) 446-4412

**Midtown Miami**  
3333 NE 2<sup>nd</sup> Ave  
(305) 573-4310

**Pre-Planning/Administrative**  
11240 N Kendall Dr.  
(305) 271-1222

**[www.VanOrsdel.com](http://www.VanOrsdel.com)**