

Harrell Funeral Home

Islamic Funeral Service Information

Next of Kin

We must determine who is the next of kin. This person either is the one to make arrangements with us, or shall, in writing, relinquish that responsibility to someone else.

Authorization

Before removing the body from the hospital or other place of death, we are required to have permission in writing from the next of kin or other authorized person (see above). We have a specific form for this.

Standard Service

The standard service includes arrangements with the next of kin, removal of the body, obtaining necessary death registration documents from hospital or hospice nurse, completing and filing the electronic death certificate, obtaining a burial permit, notifying the mosque, arranging for grave and vault to be prepared, facilitating the washing of the body, transferring the body to the mosque for prayers, leading funeral procession to the cemetery in Enfield, CT, and overseeing the burial. Other and/or additional services are also available.

Washing

The washing of the body can be done at the mosque (with their advance permission) or at the funeral home. At the funeral home, we provide universal precaution supplies, a preparation table, basic instrumentation, liquid soap, buckets, water and disposal of soiled items. Other materials (towels, oils, cloth for wrapping the body, etc) are to be supplied by the family.

Scheduling

We are mindful of the importance of having the Islamic burial take place as soon as possible. However, there are numerous other individuals and factors in play that usually can and do impact when the burial can take place. Issues such as: how long before the hospital or Medical Examiner releases the body, when does the doctor complete the Attestation of the death certificate, do we need to get an "afterhours or weekend" burial permit, when is the grave digger available to dig the grave, and do we already have funeral services scheduled for someone else? are just a few of the factors. Therefore, any timeframe we discuss at the outset often turns out to not be accurate.

Costs

In three separate checks, **before going to the cemetery**, please:

\$1,500 to the **Islamic Center of Central Connecticut**,

\$1,105 (plus overtime on weekends, holidays, and after 4 p.m.) to **Rogers Memorial Studio**, and

\$1,800 to **Harrell Funeral Home**.

Permissions

We need written permission to allow people other than family members to be present or involved in washing the body.

Acknowledgement

I give permission for relatives and non-relatives to be present and participate in the preparation of the body and acknowledge receiving a copy of this document.

signature _____

print name _____

relationship _____

date _____



Ronald E. Harrell
Licensed Funeral Director

A U T H O R I Z A T I O N

I HEREBY DESIGNATE THE HARRELL FUNERAL HOME OR THEIR
DESIGNATED AGENT TO TAKE CHARGE OF FUNERAL ARRANGEMENTS FOR:

_____. I AUTHORIZE
THE RELEASE AND REMOVAL OF THE HUMAN REMAINS TO THE
HARRELL FUNERAL HOME FOR THE PURPOSES OF EMBALMING AND/OR SCIENTIFIC
PREPARATION.

I REPRESENT THAT I AM NEXT OF KIN OR AM ACTING AS A DULY
AUTHORIZED AGENT FOR THE NEXT OF KIN.

Signed _____

Relationship _____

Date: _____

Co-signed if applicable _____

Date: _____



FUNERAL ARRANGEMENT WORKSHEET

NO. _____

NAME _____ AGE _____
First Middle Last

DATE OF DEATH _____ HOUR _____

Arrangement Appointment—Day & Time: _____

☐ At F.H. ☐ At Residence (Address): _____

Informant Interviewed by: _____

VITAL STATISTICS

DECEDENT'S ADDRESS

City-Town

State/Zip

County

PLACE OF DEATH

City-Town

State/Zip

County

Specify: ☐ In-Patient ☐ DOA ☐ ER ☐ None

Apparent Cause of Death

Length of Illness

Other Circumstances

Certifier of Death Certificate

Certifier's Address

Sex: ☐ M ☐ F Race-Ethnicity: _____ Citizen: ☐ USA

BIRTHPLACE

DATE OF BIRTH

Father's Name

His Birthplace

Mother's Maiden Name

Her Birthplace

MARITAL STATUS

~~Spouse~~

~~Date & Place of Marriage~~

EMPLOYMENT STATUS: ☐ Retired (Year _____) ☐ Presently Employed ☐ Not Employed

Usual Occupation

Kind of Business

Employer

No. of Years

Social Security No.

Highest Education

VETERAN: ☐ No ☐ Yes Branch of Service _____ Rank _____

Service Dates _____ to _____ Service No. _____

~~Honors—Commendations~~

INFORMANT'S NAME

Informant's Address

Informant's Phone

Relationship



Center of Connecticut, Inc.

MADINA MASJID

ONE MADINA DRIVE (OFF WHITE ROCK DRIVE)
P.O. BOX 624 WINDSOR CT 06095-0624
PHONE #(860) 249-0112 (860) 728-9637

THE MUSLIM CEMETERY OF THE ISLAMIC CENTER OF CONNECTICUT REGULATIONS

The CEMETERY and all GRAVESITES MUST be maintained at all times in accordance with the QURAN and SUNNAH and NOT based on personal or cultural traditions.

Cemetery Management

1.	The Muslim Cemetery and all gravesites is the property of the Islamic Center of Connecticut, Inc.
2.	The Islamic Center of Connecticut, Inc. reserves the right to allow or deny the burial of a deceased person at 96 N. Maple Street for any reason and without any liability.
3.	The Islamic Center of Connecticut Inc. hereby shall take preventive and legal measures to enforce these rules and regulations.
4.	No grave shall be purchased or booked.
5.	The sequence of graves shall be followed without exception.
6.	It is unlawful to: i) misuse cemetery property, ii) to deface any sign or notice set by ICC on the site, iii) to engage in any recreational activity, iv) to walk or allow any dog to roam, v) to have intoxicating liquors or be intoxicated, vi) to park or drive any vehicle on the grass or among graves, vii) to enter or remain in the cemetery for the wrong reason or at the wrong time, viii) loiter or gather in groups without prior permission of the owner or its representative, ix) make loud and raucous noise or disturbance, x) erect a fence, hedge, railing to enclose a lot.
7.	Cemetery hours of operations are daily from Sunrise to Sunset.

Gravesite Management

1.	No monument, table, candle, light, object, tomb stone or head stone or grave marker is to be installed or erected around or on the lot except with the expressed written approval of the Cemetery Committee of the Islamic Center of Connecticut, Inc.
2.	ANY approved tomb stone or head stone MUST conform to the dimensions of 24" x 16" x 8" and be installed flush to ground level.
3.	Inscriptions of ANY approved tomb stone or head stone MUST conform to the following requirements: i) The name and date of death of the deceased may be inscribed in a plain, non-fancy manner on the head stone. ii) No Qur'anic verse, hadith, supplication, poetry or prose shall be inscribed on the head stone. iii) The Islamic Center of Connecticut, Inc. or its representative reserves the right to remove, without prior notice, ANY head stone not conforming to the Islamic Center of Connecticut, Inc.'s posted regulations. iv) ALL violations MUST be corrected by the representatives of the deceased or family members within 30 days upon receipt of written notice. v) The Islamic Center of Connecticut reserves the right to take any preventive measures against any lawsuit.
4.	No animal, of any kind, shall be buried within the Cemetery.
5.	No trees, shrubs, flowers, wreath or tree branches shall be allowed on or around the gravesite. Violators shall be asked to clean up or to pay for cleaning services.
6.	No person shall be allowed to remove or relocate any body once buried unless authorized by a competent court or magistrate.
7.	All graves will be kept flush to ground level. No mounds, structures, monuments or tombs of any type will be allowed.
8.	The follow acts at the gravesite are strictly prohibited: i) Plastering a grave, ii) Building up a grave, iii) Raising a grave, iv) Writing on a grave.
9.	The following acts are strictly prohibited within the Cemetery grounds: i) Saying things that would anger Allah, ii) Facing the gravesite in prayer, iii) Reciting the Quran over the gravesite, iv) Sacrificing animals at or near the gravesite, v) Sitting and standing on any gravesite, vi) Answering the call of nature or urinating among the gravesites, vii) Lamenting over the gravesites, viii) Hanging or placing the deceased's picture on or near the gravesite.

Burial Process	
1.	Funeral homes and families must comply with the authentic Islamic burial regulations. Violators will be subject to legal action.
2.	No internment shall be made without a proper burial permit.
3.	No internment shall be made unless a relative/personal representative of the deceased fills in and signs the Islamic Center of Connecticut, Inc.'s cemetery burial agreement.
4.	The burial permit and the cemetery burial agreement MUST be handed over to the grave digger appointed by Islamic Center of Connecticut, Inc. prior to burial.
5.	Digging a grave is the exclusive and sole responsibility of the grave digger appointed by Islamic Center of Connecticut, Inc. Violators will be considered trespassers.
6.	The deceased shall be laid in the grave on his/her right side facing the Qibla (direction of prayer).
7.	No object shall be buried with the deceased.
8.	No one shall be allowed to uncover the deceased's body in part or in total in the grave, at the gravesite, or anywhere within the Cemetery grounds.
9.	Night burial is disapproved except in situations of necessity.
10.	Burial is prohibited at sunrise, sunset and when the sun is in the zenith.
11.	Women are not allowed to follow the funeral procession and the burial procedure under the Islamic law unless there are no men to do so.



Statement of Funeral Goods and Services Selected

Charges are only for the items that are used. Items required by state law, cemetery regulations, or funeral home policy will be explained below.

Name: _____ Date of Death: _____ Date of Service: _____

A. CHARGE FOR MERCHANDISE SELECTED:

Casket or other receptacle	\$
Outer burial container	
Guest register book	
Prayer cards	
Memorial folders	
Cremation urn	
Laminated obituaries	
Thank-you cards	
TOTAL MERCHANDISE SELECTED	0.00

B.

CHARGE FOR SERVICES SELECTED:

1. Professional services & Staff	
Basic	1,040.00
Wake (hour before funeral)	
Funeral service	275.00
Committal service	
Embalming	
	<u>1,315.00</u>
2. Automotive equipment	
Hearse transfer to funeral home	235.00
cemetery	235.00
Limousine	
Pallbearer car	
	<u>470.00</u>
TOTAL OF SERVICES SELECTED	1,785.00

C. CASH ADVANCED

Cemetery)	
Grave digger	
Flowers	
Certified copies of death certificates: 0 at \$20.00 each	0.00
Hairdresser	
Clergy	
Organist	
Soloist	
Newspaper notice	
Medical examiner	
Burial permit	15.00
Other	
TOTAL CASH ADVANCED	15.00

D. SPECIAL CHARGES:

Shipping services	
Air cargo	
Immediate burial / Direct cremation	
TOTAL OF SPECIAL CHARGES	0.00

SUMMARY OF CHARGES

A. Merchandise	0.00
B. Services	1,785.00
C. Cash Advanced	15.00
D. Special Charges	0.00

TOTAL OF ALL SELECTIONS	\$ 1,800.00
Minus amount paid at/before arrangements	
BALANCE DUE =====>	\$ 1,800.00

DESCRIPTIONS

- ☐ Casket: none
- ☐ Outer container: (provided by gravedigger)

EXPLANATIONS

- ☐ State law does not require embalming. It is the funeral home's policy to embalm for proper sanitation, preservation, and restoration, whenever public viewing of the body is involved.
- ☐ The outer burial container is required by the cemetery.

TERMS OF PAYMENT 1) Balance paid in full by the day of the funeral 2) 1.5% monthly interest on outstanding balance after 30 days.

*** Indicates items NOT provided by the funeral home

I/we, the undersigned, acknowledge that the above statement has been read by/to me/us and I/we hereby acknowledge receipt of a copy. I/we assume responsibility for payment for these and any additional services/items ordered by me/us. We agree to terms of payment described above. ** I / WE ALSO AGREE TO PAY ANY REASONABLE COLLECTION AND/OR LEGAL FEES IN THE COLLECTION OF THIS FUNERAL BILL IF IT BECOMES DELINQUENT. ** The liability assumed is in addition to liability imposed by law upon the estate and others and shall not constituted a release thereof.

Signature _____	Signature _____
Address _____	Address _____
Soci. Sec. # _____	Social Security # _____
Employer _____	Employer _____

I he Harrell Funeral Home agrees to provide the services and merchandise described in payment of the above stated amount.

date: _____