

DEATH NOTIFICATION CHECKLIST

When a family member or friend has died, it is important to notify various government agencies, banks, creditors and credit reporting agencies of the death. To reduce the risk of identity theft, these notifications should be made promptly after the death.

To expedite notification, you should initially make the contact by telephone followed by written verification. For many of the government agencies and financial entities, you will need the decedent's social security number, a copy of the death certificate, and, if you are a personal representative (executor) of the estate, your appointment form from the probate court. Make sure to retain copies of all notices that you send.

Below is a checklist of possible agencies and businesses that should be notified of the death. Because each individual case is unique, the list may not be complete. Also, the funeral home may have notified some of the government agencies on your behalf. Please consult with the funeral director when you receive this list so you can check off those agencies which have been notified by the funeral director.

GOVERNMENT AGENCIES

- A. Social Security Administration, 800-772-1213 (everyone).
- B. Veteran's Administration, 800-827-1000 (if decedent was formerly in the military).
- C. Defense Finance and Accounting Service, 800-269-5170 (military service retiree receiving benefits).
- D. Office of Personnel Management, 888-767-6738 (if decedent is a retired or former federal civil service employee).
- E. U.S. Citizenship and Immigration Service, 800-375-5283 (if decedent was not a U.S. citizen)
- F. State Department of Motor Vehicles (if decedent had a driver's license or state ID).

FINANCIAL COMPANIES

- A. Credit card and merchant card companies.
- B. Banks, savings and loan associations, and credit unions.
- C. Mortgage companies and lenders.
- D. Financial planners and stockbrokers.
- E. Pension providers.

INSURANCE AND ANNUITY COMPANIES

- A. Life insurers and annuity companies.
- B. Health, medical and dental insurers.
- C. Disability insurer.
- D. Automotive insurer.
- E. Mutual benefit companies.

CREDIT REPORTING AGENCIES

There are three national credit reporting agencies which you should notify of the death and instruct them to list all accounts as: "Closed. Account Holder is Deceased." You may also request a credit report to obtain a list of all creditors and to review recent credit activities. A sample notification letter is available for your convenience.

- A. Experian, 888-397-3742, P.O. Box 9701, Allen, Texas 75013.
- B. Equifax, 800-525-6285, P.O. Box 105069, Atlanta, Georgia 30348.
- C. TransUnion, 800-680-7289, P.O. Box 6790, Fullerton, California 92834.

MEMBERSHIPS

- A. Professional associations and unions.
- B. Health clubs and athletic clubs.
- C. Automobile clubs.
- D. Video rental stores.
- E. Public library.
- F. Alumni clubs.
- G. Rotary, Kiwanis, Lions, Veterans' organizations and clubs.

DO NOT CONTACT LISTS

There is no charge to register for the Deceased Do Not Contact List. Consumers will be asked for an email address when registering. An email will be sent to this address which will have a link to verify registration.

The DMA will not keep personal, identifiable information and will not use the information for marketing purposes. All members of the Direct Marketing Association will delete the decedent's name from their mailing lists once the name is posted. A website for registering the name is set forth below:

- A. Direct Marketing Association (register at www.ims-dm.com/cgi/ddnc).

CREDIT REPORTING AGENCY NOTIFICATION

1. Credit Agencies: Check below each Credit Reporting Agency you wish to send this Notification. It is recommended that you send the Notification to each Credit Reporting Agency with copies of the death certificate and, if you are the personal representative of the estate, your appointment papers from the Probate Court. Prior to sending, make copies for your records.

<input type="checkbox"/> Experian P.O. Box 9701 Allen, Texas 75013	<input type="checkbox"/> Equifax P.O. Box 105069 Atlanta, Georgia 30348	<input type="checkbox"/> TransUnion P.O. Box 6790 Fullerton, CA 92834
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2. Identification Information: Fill in the information below for yourself as Requesting Party and for the Decedent.

<u>Requesting Party</u>	<u>Decedent</u>
Name: _____	Name: _____
Address: _____ _____	Date of Death: _____
Phone Nos.: _____ (w)	Date of Birth: _____
_____ (h)	Location of Birth: _____
	Social Security No.: _____

3. Prior Addresses of Decedent. List the addresses of all residences of the Decedent over the past five years starting with the most recent:

- a) _____

- b) _____

- c) _____

4. Relationship of Requesting Party to Decedent: Please identify your relationship to the Decedent.

<input type="checkbox"/> Spouse	<input type="checkbox"/> Personal Representative of Estate	<input type="checkbox"/> Other:
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5. Directions to Credit Agency: Please initial each request you wish to make to the Credit Agency receiving this Notification.

_____ Post on the Decedent's credit report: "Deceased. Do Not Issue Credit."

_____ Please forward to me at the address listed above the current copy of the Decedent's credit report.

Date: _____

Signature of Requesting Party: _____

Burial Benefits

Effective July 7, 2014: VA is changing its monetary burial benefits regulations to simplify the program and pay eligible survivors more quickly and efficiently. These regulations will authorize VA to pay, without a written application, most eligible surviving spouses basic monetary burial benefits at the maximum amount authorized in law through automated systems rather than reimbursing them for actual costs incurred.

- Under the current regulations, VA pays for burial and funeral expenses on a reimbursement basis, which requires survivors to submit receipts for relatively small one-time payments that VA generally pays at the maximum amount permitted by law.
- The new burial regulations will permit VA to pay, at a flat rate, burial and plot or interment allowances thereby enabling VA to automate payment of burial benefits to most eligible surviving spouses and more efficiently process other burial benefit claims.
- The burial allowance for a non-service-connected death is \$300, and \$2,000 for a death connected to military service.

Benefit

Service-related Death

VA will pay up to \$2,000 toward burial expenses for deaths on or after September 11, 2001, or up to \$1,500 for deaths prior to September 11, 2001. If the Veteran is buried in a VA national cemetery, some or all of the cost of transporting the deceased may be reimbursed.

Non-service-related Death

VA will pay up to \$762 toward burial and funeral expenses for deaths on or after October 1, 2017 (if hospitalized by VA at time of death), or \$300 toward burial and funeral expenses (if not hospitalized by VA at time of death), and a \$762 plot-interment allowance (if not buried in a national cemetery). For deaths on or after December 1, 2001, but before October 1, 2011, VA will pay up to \$300 toward burial and funeral expenses and a \$300 plot-interment allowance. For deaths on or after April 1, 1988 but before October 1, 2011, VA will pay \$300 toward burial and funeral expenses (for Veterans hospitalized by VA at the time of death).

An annual increase in burial and plot allowances for deaths occurring after October 1, 2011 began in fiscal year 2013 based on the Consumer Price Index for the preceding 12-month period.

Eligibility Requirements

- You paid for a Veteran's burial or funeral, **AND**
- You have not been reimbursed by another government agency or some other source, such as the deceased Veteran's employer, **AND**

- The Veteran was discharged under conditions other than dishonorable, **AND**
 - The Veteran died because of a service-related disability, **OR**
 - The Veteran was receiving VA pension or compensation at the time of death, **OR**
 - The Veteran was entitled to receive VA pension or compensation, but decided not to reduce his/her military retirement or disability pay, **OR**
 - The Veteran died while hospitalized by VA, or while receiving care under VA contract at a non-VA facility, **OR**
 - The Veteran died while traveling under proper authorization and at VA expense to or from a specified place for the purpose of examination, treatment, or care, **OR**
 - The Veteran had an original or reopened claim pending at the time of death and has been found entitled to compensation or pension from a date prior to the date of death, **OR**
 - The Veteran died on or after October 9, 1996, while a patient at a VA-approved state nursing home.

NOTE: VA does not pay burial benefits if the deceased:

- Died during active military service, **OR**
- Was a member of Congress who died while holding office, **OR**
- Was a Federal prisoner

Evidence Requirements:

- Acceptable proof of death as specified in [38 CFR 3.211](#), **AND**
- Receipted bills that show that you made payment in whole or part, **OR**
- A statement of account, preferably on the printed billhead of the funeral director or cemetery owner. The statement of account must show:
 - The name of the deceased Veteran for whom the services and merchandise were furnished, **AND**
 - The nature and cost of the services and merchandise, **AND**
 - All credits, **AND**
 - The amount of the unpaid balance, if any

How to Apply

- You can apply [online at Vets.gov](https://www.vets.gov), **OR**
- To submit a paper application, download and complete [VA Form 21P-530, Application for Burial Allowance](#) and mail it to the [Pension Management Center](#) that serves your state, **OR**
- Work with an [accredited representative](#), **OR**
- You may also go to your [local regional benefit office](#) and turn in your application for processing.

Additional Information

Other information regarding VA burial benefits such as flags, headstones and markers is provided by the [National Cemetery Administration](#).

Dependency and Indemnity Compensation

Dependency and Indemnity Compensation (DIC) is a tax free monetary benefit paid to eligible survivors of military Servicemembers who died in the line of duty or eligible survivors of Veterans whose death resulted from a service-related injury or disease.

Eligibility (Surviving Spouse)

To qualify for DIC, a surviving spouse must meet the requirements below.

The surviving spouse was:

- Married to a Servicemember who died on active duty, active duty for training, or inactive duty training, **OR**
- Validly married the Veteran before January 1, 1957, **OR**
- Married the Veteran within 15 years of discharge from the period of military service in which the disease or injury that caused the Veteran's death began or was aggravated, **OR**
- Was married to the Veteran for at least one year, **OR**
- Had a child with the Veteran, **AND**
- Cohabited with the Veteran continuously until the Veteran's death or, if separated, was not at fault for the separation, **AND**
- Is not currently remarried

Note: A surviving spouse who remarries on or after December 16, 2003, and on or after attaining age 57, is entitled to continue to receive DIC.

Eligibility (Surviving Child)

- Not included on the surviving spouse's DIC, **AND**
- Unmarried, **AND**
- Under age 18, or between the ages of 18 and 23 and attending school.

Note: A child adopted out of the Veteran's family may be eligible for DIC if all other eligibility criteria are met.

Evidence Required

Listed below are the evidence requirements for this benefit:

- The Servicemember died while on active duty, active duty for training, or inactive duty training, **OR**
- The Veteran died from an injury or disease deemed to be related to military service, **OR**
- The Veteran died from a non service-related injury or disease, but was receiving, **OR** was entitled to receive, VA Compensation for service-connected disability that was rated as totally disabling
 - For at least 10 years immediately before death, **OR**
 - Since the Veteran's release from active duty and for at least five years immediately preceding death, **OR**
 - For at least one year before death if the Veteran was a former prisoner of war who died after September 30, 1999

How to Apply

- Complete [VA Form 21P-534ez, "Application for Dependency and Indemnity Compensation, Death Pension and/or Accrued Benefits by a Surviving Spouse or Child"](#) and mail to the [Pension Management Center](#) that serves your state, **OR**
- Work with an [accredited representative or agent](#) **OR**
- Go to a VA regional office and have a VA employee assist you. You can find your regional office on our [Facility Locator page](#) **OR**
- If the death was in service, your Military Casualty Assistance Officer will assist you in completing [VA Form 21P-534a, " Application for Dependency and Indemnity Compensation, Death Pension and/or Accrued Benefits by a Surviving Spouse or Child"](#) and mail to the [Philadelphia Regional Office](#)

For more information on how to apply and for tips on making sure your claim is ready to be processed by VA, visit our [How to Apply page](#).