



BRADSHAW
CARTER

Bradshaw-Carter Memorial & Funeral Services



The First Steps Guide

What to do when a death has occurred, or a death is imminent. This guide can help you prepare to make arrangements.

Reach us at (713) 521-0066 | www.bradshawcarter.com
Our directors are available 24 hours a day to assist.

Vital Statistics Information & Death Certificates

Our directors need to collect basic biographical information about the deceased to file a death certificate, such as that person's:

- Full legal name
- Maiden name
- Birthplace (City and State)
- Social security number (This will notify SSA)
- Parents' names (Including mother's maiden last name)

We can order as many death certificates as you might need. Most families order between 10 and 30. The state's processing time usually takes 2-3 weeks.

Decisions to consider:

- **How will we keep your loved one safe?** Embalming is recommended if there is to be an open-casket viewing, if someone is to be dressed, if a viewing is requested after an autopsy takes place, for long distance travel, or if there is to be a delay between date of death and date of disposition. In many cases, a climate controlled environment provides an appropriate alternative. Embalming is not required by law.
- **Are you choosing cremation?** We conduct cremations on-site here at Bradshaw-Carter. In order to cremate, we generally must wait 48 hours from the legal time of death to proceed. We also need a cause of death signed by a doctor or a special waiver granted by the authorities. The legal next-of-kin or agent must sign granting permission to cremate (Power of attorney usually expires at the moment of death). If no viewing is planned we will ask for a photograph of the deceased for ID purposes. You are welcome to bring items such as clothing, notes, etc. to place with the deceased. We will ask your preference for what type of urn to fill.
- **Are you planning a service?** Consider whether the burial or cremation will happen before or after the gathering. The funeral home will confirm availability of the officiant, venues, cemetery, or other parties before the event details are published. We will also go over selecting items for the services requested, such as a casket, urn, flowers, etc.
- **Do you wish to publish an obituary?** Our staff can post information on our website, and help obtain a price for newspaper tributes. We can advise you of any appropriate deadlines and provide a helpful drafting guide.
- **Call us to set an appointment to arrange with us at (713) 521-0066.** Most funeral documents cannot be executed until a death occurs, but we are always able to offer guidance. A planning appointment is not necessary.

ABOUT US

Bradshaw-Carter is a beautiful funeral home in the heart of Houston with a tradition of serving one family at a time. Our professional staff carefully conduct all cremations on-site. We attend to every detail, even unexpressed wishes or needs, in a safe, warm, relaxed, yet refined atmosphere where beauty can soften sorrow.

What to bring to your arrangements conference:

- A birth certificate or social security card is not necessary but may be a helpful reference.
- If you wish for someone to be dressed we ask for the primary garments along with undergarments, including socks, underwear, bra, undershirt, and/or hose. Shoes are optional. We recommend darker colors, opaque fabrics, long sleeves and high necklines. Jewelry, if provided, can be returned on request. Please provide personal cosmetics if you require a specific lipstick, foundation, or nail polish color.
- A recent photo of the deceased to help our staff style hair or facial hair for viewing.
- A photograph for an obituary or program, if desired.
- A draft of an obituary, if desired.
- Contact information for the officiant or church conducting the service, if needed.
- Cemetery plot details if burying in a plot you own. We can help set up an appointment if needed with a cemetery of your choice.
- If your loved one is to be buried at a VA Cemetery, please provide the veteran's DD-214 discharge form to prove eligibility.
- Any pre-planned funeral documents, related insurance policies, written directives or service notes.
- Method of payment: cash, check, credit or debit card, or assigned & verified non-contestable insurance policy. A 3% administrative fee will be applied if you wish us to process insurance for you. Payment in full is due before services are rendered.

Why Choose Bradshaw-Carter?

As we own our own crematory right here within our funeral home, we supervise every part of the cremation process personally and can often return an urn as soon as is as legally allowed.

We host only one family at a time, so our guests will never encounter strangers during a funeral or memorial service. This place is meant to be a warm, inviting place to begin to heal after a loss. Let us remove as much stress as possible so you can focus on healing.



Notes on Disposition Options:

- If you choose burial or entombment, we can assist you in selecting a cemetery that will fit your needs. For those who already own cemetery property, it will usually be necessary to make a personal visit to the cemetery to physically verify the space where the burial will take place. When cremation is your choice several options are available. Like cemeteries, many local churches now have columbariums (spaces for entombing cremated remains) and memorial gardens (ground burial plots for cremated remains). Other families may opt to spread cremated remains or keep them at home. We can even make divisions of cremated remains upon request if desired.

Other Considerations:

- **Flowers** - Custom floral arrangements add a special beauty to services. We work with many of Houston's leading florists to meet your custom needs.
- **Refreshments** - Visiting friends appreciate the courtesy of refreshments. We provide coffee and iced tea at our bar, but many choose to add wine or catering. We have a convenient menu available or can help coordinate passed hors d'oeuvres or even an open bar.
- **Photographs** - Some people like to bring in framed photographs, albums, or other moments to decorate our venue on the service day.
- **Photo Slideshow** - We can create a slideshow or families can provide one as an MP4 video on a USB drive. (We ask to test 24 hours in advance)
- **Music** - We can coordinate live musicians for ambiance or for the service, or we can play recorded music.



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