

A Reminder for the Family	
☐ Social Security Number ☐ Date of Birth ☐ Place of Birth ☐ Discharge Paper ☐ Father's Name ☐ Mother's First & Maiden Name ☐ Clothing (with undergarments) ☐ Place of Service ☐ Date & Hour of Service ☐ # of Certified Copies of Death Certificate ☐ Facts & Photos for Obituary on our website ☐ The items marked x indicate those parts of our service record which ar be brought in. Please see that these items are accounted for, and then obring in required articles, papers, etc.	re incomplete or items which need to
Day & Date of Service	Time of Service
Place of Service	
Visitation will start	
Death Certificates are generated through our office and sent to a physician or medical examiner. Once completed by a physician, it is taken to the health department, processed and then returned to us. We will call you when they are here for you to pick-up. Please bring photo ID. It usually takes approximately 3 weeks for the certified copies be finished. To determine copies - Short: with fact of death only (used for property transfer, termination of accounts, landlords, and other legal needs unrelated to cause of death) Long: with cause of death (used for insurance and other benefit claims related to cause of death)	

SOCIAL SECURITY BENEFITS

We will file a Statement of Death (SS-721) for you. The Social Security Administration will not allow us to file for any benefits. You will need to contact Social Security for any death or survivor benefits. Their phone number is 1-800-772-1213 EST. If the decedent had a direct deposit of their monthly Social Security benefit to their bank account, you need to notify that bank of the death. If the decedent had their monthly check mailed to them, you will need to contact Social Security and they will advise you if the check needs to be returned.

DEATH NOTICES & PAID OBITUARIES IN THE OREGONIAN

The Oregonian will place a death notice in their publication for a fee. We submit Death Notices at your request. If you would like to publish a paid obituary in the Oregonian, please go to their website www.oregonlive.com

FUNERAL HOME HOURS

Mt. Scott Funeral Home answers our phone 24 hours a day. The building is open from 8:00 A.M. to 7:00 P.M. every day, with funeral directors available from 8:00 A.M. to 5:00 P.M., with the exception of the 4th of July, Thanksgiving, Christmas Day, and New Year's Day on which we are closed. Funeral directors remain available by phone. Our Holiday hours for all other Holidays are 8:00 A.M. to 5:00 P.M. Funeral services are not available on federal or observed holidays.

NOTE: Some of the items may not apply to you. We put this together to help you with some of the various business matters you may be dealing with. If further information is required, please call the funeral home (503) 771-1171.

SOCIAL SECURITY:

You may be eligible tor Social Security Survivor Benefits. You need to phone Social Security to notify them of the death if benefits are involved.

1-800-772-1213

MEDICAL EXAMINER:

Multnomah County: (971) 673-8220 Clackamas County: (503) 655-8380 (503) 846-3575 Washington County:

DEATH CERTIFICATES:

Certified copies of an Oregon death certificate are \$25.00 each. The funeral home can order on the family's behalf for up to one year after the date of death.

Washington Death Certificates are \$20.00 each.

We can order these for you as well.

BANKS: To transfer all money accounts to your name, you may need a certified copy of the death certificate. Contact the bank where the account is held.

DEPARTMENT OF MOTOR VEHICLES:

Death Certificate is not required.

Portland Metro Area.....(503) 299-9999

SAFE DEPOSIT BOX: Contact Bank. Try to locate Safe Deposit Box key.

BANK, LOANS, INSTALLMENT CONTRACTS: Call Bank or Credit Union and inquire if they are insured.

INSURANCE: NOTIFY IMMEDIATELY! Check for coverage at the place of employment, auto, medical coverage, health and accident, and life insurance. Call the agent or write the home office for forms. You may need a certified copy of the death certificate for each policy.

STOCKS:

Write the stock company about transferring them to your name. You may need a certified copy of the death certificate.

UNION BENEFITS:

Membership in labor organizations could include benefits. Since all labor organizations will vary in benefits to their membership, contact your local Labor Union.

VETERANS ADMINISTRATION:

Portland Regional Benefits Office 100 SW Main St., Floor 2 Portland, OR 97204 1-800-827-1000

CITY AND COUNTY INFORMATION AND **REFERRAL NUMBER:**

(503) 823-4000

MULTNOMAH COUNTY PROBATE COURT:

(503) 988-3022 Option 4

DIVISION OF ASSESSMENT AND TAXATION:

Multnomah County 501 SE Hawthorne Portland, OR 97208 (503) 988-3326

INTERNAL REVENUE SERVICE:

Federal Tax Information 1-800-829-1040

CRIME VICTIMS ASSISTANCE:

Department of Justice 1162 Court Street NE Salem, Oregon 97301 (503) 378-5348 (May Call Collect) (503) 378-5738 (Fax)