

***Ritchay***  
FUNERAL HOME  
1950 12th Street South, P.O. Box 847  
Wisconsin Rapids, Wisconsin 54495-0847

Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: [ritchayfh@wctc.net](mailto:ritchayfh@wctc.net)

## *Obituary/Pre-Planning Information*

(Please complete in full with as much detail and accuracy as possible.)

Name: (First, Middle, Last) \_\_\_\_\_

Address: \_\_\_\_\_

City/Town/Village: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Male / Female (Circle One)      Birth City/Town/Village: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Birth State/Country: \_\_\_\_\_

Home Phone No. ( ) - Social Security No. - -

Father's Full Name: \_\_\_\_\_

Mother's Full Name (**Include Maiden**) \_\_\_\_\_

Email: \_\_\_\_\_

**Marital Status:**

Please Check or Circle One: ☐ Single ☐ Married ☐ Divorced ☐ Widowed

Spouse's Name (Include Maiden) \_\_\_\_\_

First

Middle

Last (Maiden)

Date of Marriage:

John A Ritchay Jr.  
Michael J. Ritchay  
Phillip G. Nowicki  
Aaron W. Ritchay

Joseph A. Ritchay

***Ritchay***

FUNERAL HOME

1950 12th Street South, P.O. Box 847  
Wisconsin Rapids, Wisconsin 54495-0847

Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: [ritchayfh@wctc.net](mailto:ritchayfh@wctc.net)

Location of Marriage: (City/Church) \_\_\_\_\_

### Education and Employment History:

High School Education (please check/circle highest grade completed):

☐ 8    ☐ 12    High School Attended/Graduation

Year \_\_\_\_\_

College (please check/circle one):    ☐ Yes    ☐ No

Number of Years Completed/Degree: \_\_\_\_\_

College(s) Attended: \_\_\_\_\_

Locations of College(s): \_\_\_\_\_

Occupation: \_\_\_\_\_ Type of Business: \_\_\_\_\_

Name/Place of Employment: \_\_\_\_\_

Number of Years Employed: \_\_\_\_\_ Date of Retirement: \_\_\_\_\_

### Military Service Information

Veteran (please check/circle one):    ☐ Yes    ☐ No

Branch:    ☐ Army    ☐ Navy    ☐ Air Force    ☐ Marines    ☐ Coast Guard

Period (please check/circle one):

☐ WWII    ☐ Korea    ☐ Vietnam    ☐ Desert Storm    ☐ Iraq/Afghanistan    ☐ Peace  
Time

Date Entered Service: \_\_\_\_\_ Date Discharged: \_\_\_\_\_

Serial/Service Record Number: \_\_\_\_\_

Do You Have A Copy of Your Discharge Papers (DD-214)    ☐ Yes    ☐ No

Membership in Any Local Veterans Organizations? VFW? Am Legion? \_\_\_\_\_

John A Ritchay Jr.  
Michael J. Ritchay  
Phillip G. Nowicki  
Aaron W. Ritchay  
Joseph A. Ritchay

***Ritchay***  
**FUNERAL HOME**  
1950 12th Street South, P.O. Box 847  
Wisconsin Rapids, Wisconsin 54495-0847

Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: ritchayfh@wctc.net

**Do you wish to have a graveside service with military honors?**

☐ Yes

☐ No

**List of Survivors- Used in Obituary**  
**(Please include: Spouse and City/State where they reside)**

**Husband or Wife:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Parents:**

\_\_\_\_\_

\_\_\_\_\_

**Grandparents:**

\_\_\_\_\_

\_\_\_\_\_

**Brothers: Include Spouse**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Sons: Include Spouse**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Sisters: Include Spouse**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Daughters: Include Spouse**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Grandchildren: No. \_\_\_\_\_ Names Optional**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Step-Children: Include Spouse**

John A Ritchay Jr.  
Michael J. Ritchay  
Phillip G. Nowicki  
Aaron W. Ritchay  
Joseph A. Ritchay

***Ritchay***  
**FUNERAL HOME**  
1950 12th Street South, P.O. Box 847  
Wisconsin Rapids, Wisconsin 54495-0847

Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: [ritchayfh@wctc.net](mailto:ritchayfh@wctc.net)

---

---

---

---

---

---

**Other Survivors: Other Family/Friends**

**Great-Grandchildren: No. \_\_\_\_**Names Optional

---

---

---

---

---

---

---

**Preceded in Death by:**

---

---

---

---

---

---

**Organization, Clubs Belonged to:**

---

---

---

**Hobbies, Interests, Events, Awards:**

---

---

---

---

John A Ritchay Jr.  
Michael J. Ritchay  
Phillip G. Nowicki  
Aaron W. Ritchay  
Joseph A. Ritchay



Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: [ritchayfh@wctc.net](mailto:ritchayfh@wctc.net)

**Memorials Designated to: Charitable Organizations/Special Causes/Educational Funds Etc.....**

---

**Family Member Funeral Home May Contact To Make Funeral Arrangements:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

**Type of Funeral Services Desired: (Please check or circle one)**

~We will discuss a full range of options with you during the Pre-Arrangement or At-Need Arrangements conference.

☐ **Traditional Funeral** – Open casket viewing– Public Visitation/Wake, Funeral service at church or funeral home, followed by burial or entombment at cemetery. All one day or evening visitation. Embalming Required for Viewing.

☐ **Direct Burial/Graveside Services** – Direct burial at cemetery with or without graveside services. Embalming is optional, Closed Casket. Services can be public or private.

☐ **Traditional Funeral Service with Cremation** – Public visitation with open casket viewing. Use of rental casket, Funeral service at Church or Funeral Home- all one day services or with night visitation the evening before the funeral. Funeral service is followed by cremation of the body. Embalming Required for viewing.

☐ **Cremation with Memorial Services** – Immediate cremation of body, followed by memorial service either at Church, Funeral Home, or place of your choice.

☐ **Direct Cremation** – Cremation process is performed. No memorial service.

☐ **Other Type of Service- Please Specify:**

---

John A Ritchay Jr.  
Michael J. Ritchay  
Phillip G. Nowicki  
Aaron W. Ritchay  
Joseph A. Ritchay



Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: [ritchayfh@wctc.net](mailto:ritchayfh@wctc.net)

**Embalming preferred?**      ☐ Yes      ☐ No

**Note:** It is our funeral home policy to require embalming when the casket is going to be open for a public visitation.

**Visitation/Wake to be held at** (please check/circle one):

☐ Funeral Home    ☐ Church    ☐ Other:      Name:

\_\_\_\_\_

**Funeral or Memorial services to be held at** (please check/circle one):

☐ Church      ☐ Cemetery      ☐ Funeral home      ☐ Mausoleum      ☐ Other:

Name: \_\_\_\_\_

### **Religious/Church Affiliation**

Name of Church: \_\_\_\_\_

Clergy Name: \_\_\_\_\_

Location: \_\_\_\_\_

Phone Number: (\_\_\_\_)-\_\_\_\_-\_\_\_\_

**Note: If no minister/clergy is available to you, we have several local ministers of various religious denominations we can contact for you. These ministers are available to perform a funeral home service and/or a graveside service at the cemetery for you.**

**Special Music Requests/Hymns for Funeral or Memorial Services:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

John A Ritchay Jr.  
Michael J. Ritchay  
Phillip G. Nowicki  
Aaron W. Ritchay  
Joseph A. Ritchay

***Ritchay***  
**FUNERAL HOME**  
1950 12th Street South, P.O. Box 847  
Wisconsin Rapids, Wisconsin 54495-0847

Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: ritchayfh@wctc.net

**Luncheon or Gathering After Service:** ☐ None ☐ Church ☐ Restaurant ☐ Other

Type of Food to be Served: ☐ Chicken or Ham Dinner ☐ Ham/Turkey Sandwiches ☐ Other

**Cemetery Information**

**Burial:** ☐ Yes ☐ No **Entombment:** ☐ Yes ☐ No

Grave Space/Plot Already Purchased? ☐ Yes ☐ No

Name of Cemetery/Mausoleum: \_\_\_\_\_

Location and/or Address: \_\_\_\_\_

Plot Location if Possible: Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Monument or Grave Marker Already Purchased? ☐ Yes ☐ No

Company Monument was Purchased Through: \_\_\_\_\_

**Newspapers Requested for Obituary Submission**

☐ Wisconsin Rapids Daily Tribune ☐ Wausau Daily Herald ☐ Marshfield Herald

☐ Stevens Point Journal ☐ Milwaukee Journal ☐

Other \_\_\_\_\_

\*Please note- there is a charge for each newspaper selected for the obituary.

**Pallbearers for Funeral Service:** 6 is traditional. Can use more than 6 if necessary.

---

---

---

---

John A Ritchay Jr.  
Michael J. Ritchay  
Phillip G. Nowicki  
Aaron W. Ritchay  
Joseph A. Ritchay



Phone: (715)423-1414  
Fax: (715) 423-1818  
E-Mail: [ritchayfh@wctc.net](mailto:ritchayfh@wctc.net)

---

---

**Other Information or Special Requests for the Funeral Home**

---

---

---

---

**Please complete and drop off at our funeral home at your convenience.  
Also: Mail or FAX**

**Wisconsin Rapids Location:**

**Ritchay Funeral Home  
1950 12<sup>th</sup> Street South  
PO Box 847  
Wisconsin Rapids, WI 54495-0847  
PHONE- 715-423-1414  
FAX (715) 423-1818**

**Nekoosa Location:**

**Feldner/Ritchay Funeral Home  
615 1<sup>st</sup> Street  
PO Box 102  
Nekoosa, WI 54457-102  
Phone- 715-886-3161  
FAX (715) 886-3359**