

Who to inform after a death occurs

Introduction

When you need to let people know about the passing of a loved one, we want to make sure you have an easy to follow list of all the people and organisations you need to get in touch with. For further guidance, please visit www.colinfisherfuneraldirectors.com. To contact us, please email info@colinfisherfuneraldirectors.com or call us on **020 8300 3700**. We are here to help throughout the entire process.

| Who to inform | Complete |
|---|----------|
| Tell family members and friends about the death | |
| Employer or educational establishments | |
| Health professionals. You will also need to cancel any outstanding hospital, dental, podiatry or other health related appointments | |
| Agencies providing care such as social services, home carers, meals on wheels and day centres | |
| Banks / National Savings / Building Societies | |
| Insurance companies (e.g. life, buildings / contents, medical, car, travel) | |
| Pension providers | |
| Credit card / store card providers | |
| Any other financial institutions must be informed so that any accounts solely in the deceased's name can be frozen to prevent fraud | |
| You should also inform companies /organisations with joint accounts, although these should normally still be accessible by the other joint holder | |
| Post Office account | |

Walking you through the decisions

| Who to inform | Complete |
|--|----------|
| Solicitor | |
| Accountant | |
| Financial adviser | |
| Mortgage provider if the deceased lived in rented accommodation; inform the local authority, housing association or private landlord | |
| Buildings and property insurance companies to ensure continued cover especially if the property is left unoccupied | |
| Utility companies (electricity, gas, water and telephone) and arrange transfer of account details if necessary | |
| TV / internet companies | |
| Pensions Service or Jobcentre Plus to cancel any benefits to the deceased or their carer | |
| Inland Revenue to deal with tax and Child Benefit payments (if applicable) | |
| Local government offices that provide services such as the Electoral Register, housing benefit, council tax office, bus pass, disabled parking permits, library membership | |
| The DVLA and the insurance company if the deceased owned a car or held a driving licence | |
| The Passport Agency | |