

SULLIVAN BROS. MORTUARY INC
927 EAST POINSETT ST EXT
P.O. BOX 173
GREER, SC 29652
864-877-2581
FAX 864-877-9287
www.sullivanbrosmortuary.com

Things to Remember after the Funeral Service

“Sometimes it is the simplest touch that touches the heart. We strive to make sure that you and your family are taken care of, no matter the situation, because when you are cared for by us, you are OUR family.”

PLEASE TAKE THE TIME TO READ OVER THIS INFORMATION. THESE ARE USEFUL STEPS IN MAKING SURE TO PROTECT YOUR FAMILY AND POSSIBLE YOUR CREDIT.

1. Prepare a list of persons to receive acknowledgments of flowers, memorial contributions, etc. Send appropriate acknowledgments (can be written note, printed acknowledgments, or some of each). Include "thank you" to those who given their time as well. At this time also determine if you would like Sullivan Bros. Mortuary to put a thank you acknowledgement in the Newspaper or on the Radio.

****We recommend you not go to any office before first making an appointment, and having all necessary documents required, IE.... Death Certificate****

2. Check promptly on all debts and installment payments, including credit cards. Some may carry insurance clauses that will cancel them. If there is to be a delay in meeting payments, consult with creditors and ask for more time before payments are due.
3. If deceased was living alone, notify utilities, Mortgage Company or landlord. Notify the post office and direct them where to send the mail.
4. The funeral director will prepare Social Security Form SSA 721. Verify with Social Security to see that the number is retired and to determine eligibility for benefits. Benefits are not automatic, they must be applied for. Birth, marriage and death certificates are required. If Social Security Checks are automatic deposit, notify bank of death. Return any checks mailed AFTER the death!
5. Obtain a copy of the deceased's will or trust. Select a lawyer if legal advice is needed. You may need to notify the executor of the will or administrator of the trust. Probate Court may have to be used in some cases.
6. Notify all life, health and casualty insurance companies in order that you may:
 - Claim benefits due under policies on the deceased
 - Make any beneficiary changes on policies where the deceased was named the beneficiary

- Determine if the deceased was owner of any policies of dependents or business associates, as cash value of such policies must be included in the deceased's estate

Sullivan Bros. Mortuary Inc. will help you with filing insurance; we understand this can be a very difficult process. Please let our Funeral Directors assist you with this process.

NOTE: You should check all policies, even if you think they may have lapsed. If you do not have a copy of the policy, the insurance company will have complete records. Sometimes insurance policies are old and have change to a different company. South Carolina Department of Insurance Number is 1-803--737-6227 OR 1-800-768-3467

7. Check with deceased's present and past employer(s) for possible insurance and other benefits.
8. Contact business or service organizations of which the deceased was a member for possible benefits. Ex: Fraternity, Sorority, Order of the Easter Stars, Masonic Lodge just a few examples.
9. Contact the nearest Veteran's Administration office if the deceased was a veteran. They will require full name of the deceased, branch of service and service serial number.
10. Contact Civil Service Commission if the deceased was employed in the Civil Service for more than 18 months.
11. Contact the Internal Revenue Service office to determine tax-filing requirements.
12. In some cases a Grave Marker is needed to identify a grave. Please let Sullivan Bros. Mortuary Inc assist you with the purchase of a Grave Marker!! (Especially for graves located in non perpetual care cemeteries or church cemeteries).
13. Sullivan Bros. Mortuary Inc offers our families, friends, and surrounding communities a chance to be apart of our Yellow Rose Aftercare Program. This program is provided free of charge to help our families heal after the loss of a loved one. Please contact Sullivan Bros. Mortuary Inc for more information.
14. Return the deceased's passport to the Passport Office; Return the Driver's Licenses to the Department of Motor Vehicles.
15. In some cases you may want to notify any credit bureaus to place "DECEASED" notice on file and request a credit history to make sure no one has used the deceased information after the date of passing.

**SULLIVAN BROS. MORTUARY INC.
"PEOPLE WHO CARE"**

PLEASE CONTACT US IF YOU NEED OUR ASSISTANCE. 864-877-2581