

Four generations of the Hilgenfeld Family have made the commitment to compassionate service to our clients for nearly 100 years. We thank you for trusting us with this very important and difficult time in your life. As we begin to work together, we ask you to review the list below and bring these items to your arrangement appointment. Feel free to come to us with any questions or concerns you may have along the way.

Preparing for Your Arrangement Appointment

Please bring the following with you:

- **Decedent's Birth Certificate** – This will provide the personal information that is needed to prepare the Death Certificate.
- **Advanced Health Care Directive and/or Durable Power of Attorney for Health Care (DPAHC)** – These forms are not always applicable; please check with us before your appointment.
- **Social Security Card** – If you do not have the actual card, please bring the number.
- **Vital Statistics Form** – Please complete this form directly on our website, www.hilgenfeldmortuary.com. You can find it by clicking the Funeral Planning tab.
- **Military Documents** – If your loved one served in the military, please bring the Honorable Discharge Form (DD -214). Military service members may receive an American flag, a government-issued headstone, military funeral honors and a burial plot at a local national cemetery at no cost.
- **Cemetery Information** – If you have made prior arrangements with a cemetery, please provide any applicable documents.
- **Church Affiliation** – If your loved one was affiliated with a specific church, please bring contact information, including name and phone number of the church office or pastor.
- **Recent Photograph** – We will use the photograph on our website when we post the obituary and service information. If you will be holding a viewing, this photo will also be used to assist with cosmetics and hairstyling.
- **Clothing** – Clients holding viewings will need to bring clothing for your loved one. We suggest long sleeves and a high neckline. Please include underwear, socks, bra, camisole, etc.) Shoes are optional.

Please remember at this time we are only allowing two people to attend the arrangement appointment. Face coverings are required.

We appreciate you taking the time in advance of your appointment to collect all of these items. It will help us to serve you better. Please let us know if you have any questions.