



ADVANCE PLANNING GUIDE



*We encourage you to share this guide with a family member or friend.
Keep it in a safe place and let someone know where it can be located.
It should also be returned and copied to Heartland for safe keeping
and a record of your wishes. We have thoughtfully designed each section of
this guide to help you determine your unique preferences. If at anytime, you
need assistance or have questions completing this guide, we are available
by appointment to help you complete this valuable process.*

As always, it is an honor to serve your family.





WELCOME

*This Advance Planning Guide
has been prepared for you.
At Heartland Cremation & Burial Society,
planning in advance allows you to:*

- Make Your Wishes Known to your family and friends by creating a record for future use.
- Educate Yourself about the many decisions involved in planning funeral or cremation arrangements. Your choices are nearly limitless and narrowing decisions ahead of time can help.
- Receive Important Input from your family, which also helps prevent disagreements about your wishes, giving your family a clear idea of the type of service you want.
- Gain Peace of Mind that comes with knowing that your needs and wishes have been made known and the details taken care of.
- Alleviate the Responsibility from your family for making these kinds of decisions during an already difficult time from grief.
- Be Assured that informed, thoughtful decisions have been made about the funeral home provider.
- Protect Yourself against unforeseen costs and emotional overspending.

VITAL STATISTICS

Legal Information

First _____ Middle _____

Last _____

(If wife, Maiden name) _____

☐ Male ☐ Female Date of Birth _____

Social Security Number _____

Address _____

City _____ State _____

Zip _____ County _____

Race: ☐ White/Caucasian ☐ Asian ☐ Black or African American

Other (specify) _____

Marital Status

☐ Never Married ☐ Married ☐ Widowed ☐ Divorced

Surviving Spouse (if wife, Maiden name) _____

Education

Highest degree or level of school completed:

☐ K-12th grade (no diploma)

☐ Bachelor's Degree

☐ High School Graduate or GED4

☐ Master's Degree

☐ Some College (No. of years) _____

☐ Doctorate or Professional Degree

☐ Associate's Degree

VITAL STATISTICS *Cont'd*

Veteran Information

Did you ever serve in the Armed Forces? ☐ Yes ☐ No

Branch of Service:

☐ Army (Air Corps) ☐ Navy ☐ Air Force ☐ Marine Corps ☐ Coast Guard

Other (*specify*) _____

Date of Entry: _____

Date of Separation: _____

Awards/Medals _____

Occupation

Most recent occupation _____

Employer (*last or longest*) _____

Type of business or industry _____

Parents

Name of Father _____

Name of Mother _____

Maiden Name of Mother _____

Informant or Next of Kin

Name _____

Relationship to Deceased _____

Address _____

City _____ State _____

ZIP _____ County _____

Work Phone _____

Home Phone _____

Cell Phone _____

Email Address _____

SERVICE PREFERENCES

Type of Arrangements

I am interested in: ☐ Burial ☐ Cremation ☐ Immediate Burial
☐ Out-of-Town Arrangements

Ship to (*Funeral Home*) _____
(Address) _____

Place of Service

I want my service to be held at:

- ☐ My Church (*specify*) _____
☐ Funeral Home Chapel _____
☐ My Cemetery _____
☐ Other _____
☐ No Services

Viewing & Visitation Options

BURIAL

- ☐ Public viewing for family and friends
☐ Private viewing for invited family and friends
☐ No viewing
☐ Other _____

CREMATION

- ☐ Public viewing for family and friends (*before cremation*)
☐ Private viewing for family and friends (*before cremation*)
☐ Memorial visitation (*after cremation, without body present*)
☐ No viewing
☐ Other _____

CASKET PREFERENCE

- ☐ Open for services ☐ Closed for services ☐ Open for immediate family only
☐ Other _____

Veteran Service

I would like to have the United States flag that is provided for me by the

United States Government ☐ Yes ☐ No

I would like Military Honors at: ☐ Graveside ☐ Church

☐ Other _____

My flag will go to _____

Other _____

SERVICE PREFERENCES *Cont'd*

Service Details

Religious Denomination _____

Church Affiliation _____

If available, I would like:

☐ Clergy or Celebrant _____

☐ Eulogy or Words of Remembrance _____

☐ Special Songs or Music _____

☐ Scripture or Special Readings _____

☐ Organist/Pianist/Bagpiper _____

☐ Soloist/Vocalist(s) _____

Floral Preference

My favorite flowers are (*type and color*) _____

I Prefer (*florist name*) _____

Cosmetology and Dressing Instructions

Clothing Hairstyle _____

Cosmetic Nails _____

Eyeglasses _____

Accessories _____

Other _____

Pallbearers

I would like the following pallbearers (*list names, minimum of six recommended*)

After Service – Reception Information

Place of Reception _____

Place of Reception _____

Special Instructions/Notes

OBITUARY

This information is required to complete an obituary in our local newspaper and on our website.

General Information

Full Name of Deceased *(include any nicknames, a.k.a., alias')* _____

Age of deceased _____

Residence *(city and state)* _____

Would you like a photo in the obituary? ☐ Yes ☐ No

Specify: If the deceased is a Veteran, would you like a flag graphic in the obituary?

☐ Yes ☐ No Which branch of service? _____

If served in war, specify _____

Employment, clubs, memberships and affiliations:

Hobbies and interests _____

Surviving Relatives

Parents _____

Surviving spouse or partner:

Name _____

How long have you been married? _____

Children (please include surviving spouses)

Grandchildren (either number or list names, please include surviving spouses/partners)

Siblings (please include surviving spouses/partners)

OBITUARY *Cont'd*

Predeceased Relatives

We suggest only immediate family members on decedent's side)

Memorial Contribution (in lieu of flowers) _____

Service Details

Visitation _____

Church _____

Chapel or Graveside Services _____

Cemetery

Name/Location _____

Newspapers & Websites

I would like my obituary in the following newspapers

Website & Facebook integration (*free of charge*) with HeartlandCremation.com

☐ Yes ☐ No

Other _____

Notes or Special Instructions

DISPOSITION PREFERENCES

Final Disposition

BURIAL OPTIONS

- ☐ Burial in Ground
☐ Entombment in Crypt
☐ Other _____

CREMATION OPTIONS

- ☐ Burial in Ground
☐ Entombment in Niche
☐ Return Cremains to Family (*specify*) _____
☐ Scattering (*specify*) _____
☐ Other _____

Cemetery

- ☐ I have purchased cemetery property at (*specify*):

Section _____

Building _____

Block/garden _____

Lot _____

Space or Grave number _____

- ☐ I would like to purchase property at (*name of cemetery*):

Memorialization

- ☐ I have purchased my cemetery marker
☐ I need to purchase my cemetery marker
☐ I am a veteran and would like a government headstone/marker
☐ Final lettering as needed on existing marker:

Other _____

Notes or Special Instructions

GUIDE TO YOUR CREMATION AND FUNERAL ARRANGEMENTS

Many different factors determine the total cost of arrangements. Just as with other life rituals such as weddings, the price for arrangements often depends on how elaborate or simple the ceremony is. Heartland will provide a price list and description on the many available options during the first family meeting or when you are prearranging. As you compare costs between the goods and services available at different local funeral homes, consider using this helpful formula to determine the total cost. We've prepared the following guide to outline the basic categories of arrangement costs. This information will help your family compare costs between the goods and services available among area funeral homes.

When pricing a funeral, keep in mind that there are five categories of costs:

Category 1:

Professional Services This section includes the services of the funeral directors and staff, preparation, basic arrangements and services, use of facilities and use of funeral home vehicles.

Transfer of remains to funeral home

Preparation of remains

Arrangements

Supervision of the funeral director and staff

- Visitation
- Funeral or memorial service
- Graveside service
- Disinterment

Use of facilities

- Visitation
- Funeral home memorial service in dedicated chapel
- Prayers at a funeral home before church

Automotive Equipment

Hearse / Limousine

Category 2:

Casket/Cremation/Container/Urn

Whether you choose ground burial or above ground burial, a casket is necessary. With cremation, your family will select the appropriate cremation container and urn.

Category 3:

Burial Vault/Urn Vault Most cemeteries in our area require a burial vault for ground burial. Some cemeteries in our area also require an urn vault when remains are buried in the ground.

1. Professional Services
+2. Casket/Cremation
Container/Urn
+3. Burial Vault/Urn Vault
+4. Additional Services
and Merchandise
+ 5 Total Cash Advances
= Total Cost

Category 4:

Additional Services and Merchandise

This section includes any services and merchandise in addition to the funeral home services, including but not limited to:

- Register book
- Prayer cards/memorial folders/
acknowledgment cards
- Memorial packages
- Tribute to services
- Flag cases
- Flowers
- Hairdressing

Category 5:

Cash Advances Services and merchandise provided as cash advance items will be billed at the same amount paid by the funeral home. These charges are simply third-party expenses, paid by our funeral home as a courtesy to your family. May include but not limited to:

- Newspaper notices
- Cemetery charges
- Vault labor & equipment
- Honorariums
- Certified copies of death certificates
- Motorcycle escort
- Monuments and markers
- Assignment and processing charges
- Out-of-town funeral home charges
- Postage



CREMATION & BURIAL SOCIETY

KANSAS CITY OFFICE

6113 BLUE RIDGE BLVD
RAYTOWN, MO 64133

(816) 313-1677 • 1-800-508-2088

JEFFERSON CITY OFFICE

618 HOWARD ST
JEFFERSON CITY, MO 65109

(573) 636-7850 • 1-888-408-7850

COLUMBIA OFFICE

616 JACKSON ST
COLUMBIA, MO 65203

(573) 442-7850 • 1-888-408-7850

KANSAS OFFICE

7700 SHAWNEE MISSION PKWY • SUITE 304
OVERLAND PARK, KS 66202

(913) 789-8998 • 1-800-508-2088

HeartlandCremation.com