



# MASSEY BROS.

Honouring Life

We have more than 80 years' experience of helping families to say their final goodbyes and are here to guide you through the process of planning a funeral for your loved one.

Whether the death of a loved one is anticipated or unexpected, there are a number of things which must be carried out following a death in Ireland.

## Immediate considerations

Before a funeral director can remove your loved one's remains, their death must be confirmed by a doctor who will issue a Death Notification Form which is used to register the death. A funeral can take place without the death having been registered, but the family **must** have obtained a Death Notification Form from a doctor. There are occasions when this does not happen immediately e.g. if the death was unexpected or if it occurred in suspicious circumstances. In these circumstances, the doctor will normally report the death to the coroner who may request that a post-mortem is carried out. The Gardaí may also need to be informed.

If the death of a loved one occurs at home you should call their GP. He/she will confirm that the death has taken place and will provide the Death Notification Form. If the death occurred in hospital or at a nursing home/residential unit, the staff there will assist with obtaining the paperwork you need.

## Care of the deceased

As soon as the Death Notification Form has been issued, the funeral director will remove your loved one's remains to our specialist facility where they will be taken care of according to your wishes until the funeral takes place.

## Funeral arrangements

Many people make their funeral wishes known to family members and friends in advance of their death, sometimes recording them on paper and storing them somewhere safe. In the absence of such instructions, the funeral director will assist you in creating a funeral that best reflects the life of your loved one.

In the first instance, there are a number of things you should consider:

1. Would you like the funeral to take place in a church, at a civil funeral venue or some other place e.g. at the crematorium or a favourite place of your loved one?
2. Would you like your loved one's remains to be buried or cremated?
3. If you would like your loved one's remains to be buried, do you require a new grave? If so, which cemetery would you prefer?
4. Do you have family members and friends living overseas? Would you like them to be able to attend the funeral in person or from where they live/work via the internet?
5. Did your loved one have favourite readings, poems, hymns, pieces of music or other interests that you would like to include in the funeral ceremony?

## Registering the death

To register a death, you must bring a medical certificate stating the cause of death to the Registrar of Births, Marriages and Deaths most convenient to you, within three months of the date on which the death occurred. In most instances, a close family relative who is able to provide the necessary information about the deceased acts as the *Qualified Informant* and signs the register. If such a person is not available, the registrar has a hierarchy of people who can and must sign the register.

The following information is required in order to register the death:

1. *Date and place of death (which must be supplied as part of the medical cause of death).*
2. *Place of birth of the deceased.*
3. *The deceased's gender.*
4. *Forename(s), surname, birth surname (if different) and address of deceased.*
5. *Personal public service number of the deceased (PPS Number).*
6. *Civil Status of the deceased.*
7. *Date of birth or age at last birthday of the deceased.*
8. *Profession or occupation of the deceased.*
9. *If the deceased was married, the profession or occupation of his/her spouse.*
10. *If the deceased was younger than 18 years of age on the date of death, the occupation(s) of his/her parent(s) or guardian(s).*
11. *Forename(s) and birth surname of the deceased's father.*
12. *Forename(s) and birth surname of the deceased's mother.*
13. *Certificated cause of death, duration of illness and date of certificate (which must be supplied as part of the medical cause of death).*
14. *Forename, surname, place of business, daytime telephone number and qualification of the registered medical practitioner who signed the certificate.*
15. *Forename(s), surname, qualification, address and signature of the informant.*
16. *If an inquest in relation to the death or a post-mortem examination of the body of the deceased was held, the forename, surname and place of business of the coroner concerned.*

## You may register the death of your loved one at:

Civil Registration Service, Joyce House, 8/11 Lombard Street East, Dublin 2.

Tel: 01 863 8200.

Opening Hours: 09:00 - 16:30 Mon- Fri (through lunch).

**We are here to help – contact Massey Bros. directly on:**

**T: 01 453 3333 | [www.masseybros.com](http://www.masseybros.com)**

**E: [info@masseybros.com](mailto:info@masseybros.com)**

**Massey Bros. Head Office: 109 The Coombe, Dublin 8**

**We're available to you personally, 24 hours a day, 7 days a week**