



IMPORTANT THINGS TO CONSIDER

How to reach your Funeral Director: _____ at 780-532-2929
Or email: info@oliversfuneralhome.com

*When emailing, ensure that the subject line has the name of your loved one.

Service: Viewing Date: _____ Time: _____ Place: _____

Service: Funeral/Memorial Date: _____ Time: _____ Place: _____

Service: Interment Date: _____ Time: _____ Place: _____

**We will do our best to accommodate the date chosen for your services but please remember that availability can vary for each location.*

- **Obituary:** Please submit obituary and photo by 10:00am the day prior it is to run.
 - Ex: Obituary to run in Tuesday's paper, the deadline is Monday 10:00am. (This is for DHT only, check with director for deadlines with other papers.)
- **Pictures:** Photo for obituary must be submitted by 10:00am the day prior it is to run.
 - If you are sending more than one photo, please note carefully what photo is to be used for the obituary, memorial card, candle, bookmark, or even video. Please send photos in the largest file size or bring them to Oliver's to be scanned.
- **Clothing:** Underwear (both pieces for females), socks, pants, dress shirt, tie, suit jacket, belt, shoes (optional).
- **Personal Items (such as jewelry, glasses, etc):** _____
- **Hair:** please provide a picture of your loved one that best shows how they wore their hair and/or makeup.
- **Catering:** Please provide the approximate number of people expected for the luncheon.
- **Music:** Have any song choices for the service, graveside, submitted by 10:00am the day prior to service, or if the service is on a Sunday or Monday, have the songs to us by 12pm Thursday prior. *Consideration should be given if the service is being held in a church. All music selections should be shared with the person officiating the service so that they are aware.
- **Video Tribute:** All photos (suggested limit of 80 pictures) and music need to be submitted by 12:00pm two days prior to service. (Ex: Thursday service – pictures and music to be in 12pm Tuesday). If you would like the photos to be in a specific order, please have them numbered. If the photos are on a USB please have the photos renamed in numerical order.
 - 80 pictures is about 3 songs worth.
 - Please note that we can only use music that is available on iTunes.
- **Flowers:** We can take care of ordering any flowers needed for the services, however, if family is ordering flowers direct from a flower shop, they need to be delivered by 5pm the day prior to service.
- **AfterCare:** We have an AfterCare Director that will contact you following the service or cremation, at *no* additional cost. You will receive assistance with: bank account updates, land titles, credit card notification, cancellation of Alberta Health Care, insurance claims, Canada Pension Plan, etc.