

## Obituary Guideline

This is a guide only. You may use as much or as little information in the notice as you wish. The full obituary is a story format and may be posted with or without a photo on our web site at no charge. Most papers charge according to space and the number of days to publish, and fees range from \$150.00 to over \$1000.00 depending on the length of the notice and if a photo is added. As a result, many families put an abbreviated version in the newspaper to lower the cost.

- **NAME**
  - Full name of the deceased, including nickname, if any
  - Age at death
  - Residence (the name of the city only) at death
  - Day and date of death (remember to include the year)
  - Place of death
- **LIFE**
  - Place of birth
  - Names of parents
  - Marriage: number of years, name of spouse
  - Education: school, college, university and other
  - Designations, awards, and other recognition
  - Employment: jobs, activities
  - Military service
  - Places of residence (other city or towns)
  - Hobbies, sports, interests, activities, religious, fraternal
- **FAMILY**
  - Survived by (with city or town of residence):
    - Spouse
    - Children (in order of date of birth, and their spouses)
    - Grandchildren
    - Great-grandchildren
    - Great-great-grandchildren
    - Parents
    - Grandparents
    - Siblings (in order of date of birth)
    - Others, such as nephews, nieces, cousins, in-laws; not usually listed by name, but mentioned as “Also survived by nieces, nephews and their families” or a sentence along those lines.
  - Predeceased by:
    - Spouse
    - Children (in order of date of birth)
    - Grandchildren
    - Siblings (in order of date of birth)
- **SERVICE**
  - Visitation information: day, date, time, place
  - Funeral/Memorial service information: day, date, time, place
  - Burial information if applicable
- **END**
  - Memorial donation suggestions, including addresses