



## Aftercare Checklist

### What to do After Someone Has Died

If you are going from place to place, please bring: \_\_\_\_\_

- Photo ID
- Proof of Death Certificates
- A copy of the Will (if applicable)

**Government and Identification** \_\_\_\_\_

- Cancel Canada Pension Plan (CPP) payments and Old Age Security (OAS)
- Apply for the CPP Death Benefit and, if applicable, the CPP Survivor Benefit and if applicable, the CPP Survivor's Pension and Child(ren)'s Benefits
- Contact Canada Revenue Agency (CRA) to update benefits and prepare the final tax return
- Cancel Health Card
- Cancel Driver's Licence or Photo Identification Card
- Return Accessible Parking Permit (Service Ontario – Accessible Parking Permit Services Office, PO Box 9800, Kingston ON K7L 5N8)
- Cancel Passport
- Cancel firearms or outdoor licences
- Cancel NEXUS or U.S. Social Security Number (if applicable)
- Social Insurance Number (SIN): Notified automatically by provincial Vital Statistics

**Finances, Benefits, and Insurance** \_\_\_\_\_

- Notify banks and financial institutions
- Review automatic withdrawals and payments
- Check and access any safety deposit box
- Cancel credit cards
- Contact life insurance companies to begin claims
- Claim benefits from employers (pensions, group insurance, final pay)
- Claim benefits from Veterans Affairs (if applicable)
- Notify financial advisors about RRSPs, RRIFs, TFSAs, and investments
- Notify insurance companies (property, auto, mortgage, annuities)
- Notify the Credit Bureaus (Equifax & TransUnion) to protect against fraud



## Home, Property, and Vehicles

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- Notify the home insurance company (especially if the home will be vacant)
- If renting: notify the landlord or property manager
- Cancel or transfer utilities
- Arrange mail forwarding at the Post Office
- Transfer ownership of vehicles
- Notify vehicle insurance company and CAA
- Return any accessible parking permit (if not already returned)
- Land Titles Office: transfer property titles

## Health, Personal Care, and Equipment

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- Update or cancel home care, PSW, LHIN, or nursing services
- Return medical equipment (oxygen, wheelchairs, walkers, hospital beds)

## Memberships, Subscriptions, and Points

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- Cancel or transfer memberships (Costco)
- Cancel or update service subscriptions
- Transfer or redeem points from rewards programs (Avion, Air Miles, credit card points)

## Digital and Online Accounts

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- Decide whether to close or memorialize social media accounts (Facebook, Instagram)
- Cancel or update email and online accounts
- Cancel or transfer cell phone plans

## Legal and Professional Contacts

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- Provide Proof of Death Certificate to the law firm holding the Will (if applicable)
- Notify dentist or other professionals to close or update files

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This list is intended to be a guideline and a helpful resource during the process of administering the estate of the deceased.

Aftercare Support is included in every Direct Cremation and Direct Burial package.

Please note: Not everything on this list will apply to every family.

If you are notifying any office in writing, keep a copy of your letter or email for your records and always include a Proof of Death Certificate.

If you are settling estate matters of Canada, you may require a certified death certificate, which can be obtained through ServiceOntario

If you are notifying any office in person, please bring government-issued photo identification along with your Proof of Death Certificate and a copy of the Will (if applicable).

Thames Valley Cremation Services Inc. offers an unlimited number of Proof of Death Certificates, **if you require more please call our office at 519-494-5340.**

Proof of Death Certificates will be released only to Executor(s) / Next of Kin.