



FAMILY RESOURCES AND CHECKLISTS

Compliments of Funeral Alternatives of Washington			
Tumwater	360-753-1065	Lacey	360-491-2222
Centralia	360-807-4468	Toll Free	888-753-1065

Death Certificates: A death certificate is a document used to record the vital statistics and cause of death for a deceased person. The original death certificate is kept on permanent file with the State Department of Vital. *Certified copies* of the death certificate are available to the public for \$20.00 per copy. These are official, colored legal documents and may be obtained through Funeral Alternatives, the county vital statistics office in which the death occurred, or the State Center for Vital Statistics. **Certified death certificates are usually required to make claims, transfer ownership, apply for benefits and for other legal purposes.**

Thurston County Health	360-867-2618	412 Lilly Rd NE	Olympia, WA 98506
Grays Harbor Public Health	360-532-8631	2109 Sumner Ave	Aberdeen, WA 98520
King County Public Health	206-296-4769	325 Ninth Ave	Seattle, WA 98104-2499
Kitsap County Health District	360-337-5251	345 6 th St, Ste 300	Bremerton, WA 98337-1866
Lewis County Health Services	360-740-1223	360 NW North St	Chehalis, WA 98532
Mason County Public Health	360-427-9670+400	415 N 6 th St	Shelton, WA 98584
Tacoma-Pierce County Health	253-798-6418	3629 South D St	Tacoma, WA 98418
WA State Center for Vital Statistics	360-236-4313	101 Israel Rd SE	Tumwater, WA 98501

Social Security: Funeral Alternatives will notify the Social Security Department as soon as they obtain the Social Security number of the deceased person. If there is a surviving spouse or dependent, the family must contact Social Security to apply for any benefits that are due.

Thurston & Mason County	866-755-6199	402 Yauger Way SW	Olympia, WA 98502
Grays Harbor County	855-634-4197	820 Simpson Ave	Hoquiam, WA 98550
King County Metro	866-494-3135	915 2 nd Ave, Ste 901	Seattle, WA 98174
Kitsap County	855-820-0098	9594 Mickelberry Rd NW	Silverdale, WA 98383
Lewis County	855-848-7942	1821 Cooks Hill Rd, Ste 100	Centralia, WA 98531
Pierce County	888-487-9229	2608 S 47 th St, Ste A	Tacoma, WA 98409

Voter Registration: Funeral Alternatives will submit a notice of death for Thurston County residents only. Families will need to notify the local Auditor's Office for all other counties.

Thurston County Auditor	360-786-5408	2000 Lakeridge Dr SW, Bldg 1	Olympia, WA 98502-9928
Grays Harbor Auditor Elections	360-249-4232+324	100 W Broadway Ste 2	Montesano, WA 98563
King County Elections Hdqtrs	206-296-8683	919 SW Grady Way	Renton, WA 98057-2905
Kitsap County Auditor	360-337-7128	619 Division St, MS-31	Port Orchard, WA 98366
Lewis County Auditor	360-740-1156	351 NW North St	Chehalis, WA 98532-0029
Mason County Assessor	360-427-9670+470	411 N 5 th St/PO Box 400	Shelton, WA 98584
Pierce County Election Ctr	253-798-7424	2501 S 35 th St, Ste C	Tacoma, WA 98409

Home and Real Property: The executor or next of kin needs to take a certified death certificate to the Tax Assessor's Office in the county in which the property is owned.

Thurston County Assessor	360-867-2200	2000 Lakeridge Dr SW, Bldg 1	Olympia, WA 98502-9928
Grays Harbor Assessor	360-249-4121	100 W Broadway, Ste 21	Montesano, WA 98563
King County Assessor	206-296-7300	500 Fourth Ave	Seattle, WA 98104
Kitsap County Assessor	360-337-5777	619 Division St	Port Orchard, WA 98366
Lewis County Assessor	360-740-1392	360 NW North St	Chehalis, WA 98532
Mason County Auditor	360-427-9670+491	411 N 5 th St, Bldg 1	Shelton, WA 98584
Pierce County Assessor	253-798-3710	2401 S 35 th St, Rm 142	Tacoma, WA 98409

Motor Vehicle Titles: Change the title for each vehicle, including boats:

Washington State Dept. of Licensing	360-902-3770	PO Box 9030	Olympia, WA 98507
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You may need to fill out an Affidavit of Inheritance that is available through the Department.

The deceased's driver's license/identification is cancelled automatically through the Department of Health.

Veterans Administration: One certified death certificate is provided to the Veterans' Administration at no cost. On request, Funeral Alternatives will assist you with the paperwork for obtaining a U.S. Flag for ceremonial purposes, burial or inurnment in a National Cemetery, a veteran's marker, and possible private cemetery reimbursement.

Dept. of Veterans Affairs	360-725-2219	1102 Quince St SE	Olympia, WA 98504-1155
	800-827-1000	915 2 nd Ave	Seattle, WA 98174.

Business and Financial Checklist

- Obtain the Last Will and Testament
- Notify the deceased's attorney

Each item below "may" require separate certified death certificates depending upon specific requirements. When you contact them, be sure to ask if they will take a "copy" of the certified death certificate. Your funeral director will advise you how many certified copies to purchase (usually between one and four).

- Life Insurance**
Claim any available death benefits and fill out claim forms.
- Other Insurance: Auto, Home, Employee, and Medical**
Claim any available death benefits, fill out claim forms, and have deceased's name removed. May not need certified copy of death certificate.
- Stocks, Bonds, IRA, 401K, Annuities and Brokerage Firms**
Contact each company directly and follow their procedures.
- Banks and Credit Unions, Bank Accounts and Certificates of Deposit**
Some credit unions may have death benefits associated with membership.
- Employment and/or Retirement Pensions**
Some may have death benefits. Contact the Human Resources Department.
- Local and Out of State Real Estate and Property**
Contact the County Tax Assessor's Office for the area the property is located.
- Credit Card Companies, Bank Loans and Installment Contracts**
Some credit cards and loans may be insured with credit life. Be sure to check on this.
- Safety Deposit box**

Residential Checklist

- Residential manager
- Power company
- Phone company
- Television cable company
- Internet service company
- Garbage/Recycle company
- Water/Utilities company
- Newspaper
- U.S. Post Office with forwarding address
- Cancel previously made appointments (Doctors, Therapists, Hair etc.)
- Close Social Media Accounts: Facebook, LinkedIn, Twitter, Instagram
- Other:

*Check with each entity to see if there are any death benefits, refunds or payments owing.
Have decedent's name removed from all accounts, titles, joint and co-ownerships of any kind.
Close accounts if necessary.*