

INSTRUCTIONS FOR COMPLETING THE FOLLOWING FORMS
THE EMBALMING/PREPARAATION AUTHORIZATION
THE CREMATION CONTAINER/RECEPTACLE SELECTION AND
AUTHORIZATION FOR THE RELEASE OF CREMAINS
THE OREGON DEATH CERTIFICATE WORKSHEET
THE WASHINGTON DEATH CERTIFICATE WORKSHEET

PLEASE BE SURE TO READ ALL FORMS PRIOR TO COMPLETING AND SIGNING

- I. **THE EMBALMING/PREPARATION AUTHORIZATION:**
 1. Choose to have the remains embalmed or not embalmed. Embalming is only required if there is going to be any type of public viewing or transportation by a common commercial carrier.
 2. Initial the appropriate selection and print the deceased individual name in the appropriate blank.
 3. Sign your name and relationship to the deceased.
 4. Print your name and complete address.
 5. Enter the date and time of your signing.

- II. **THE CREMATION CONTAINER/RECEPTACLE SELECTION AND AUTHORIZATION FOR THE RELEASE OF CREMAINS:**
 1. Print your name and relationship to the deceased and the deceased individual's name in paragraph one.
 2. Choose a cremation container for the individual to be placed in for the actual cremation. Typically, the most common is a Alternative Cardboard Container supplied by the Crematory. This could be a wood or specifically designed cremation casket or it could be a container provided by the family. Containers provided by the family must be fully combustible and dimensions must be discussed with the Funeral Director.
 3. Choose a Cremation Receptacle (Urn). The Crematory will return the ashes in a cardboard box unless the family chooses something different. Your choice is sometimes determined by the final means of disposition of the cremated remains. Be sure to discuss the final means of disposition with the Funeral Director prior to making this selection.
 4. Print your name and address as the person authorizing this Authorization.
 5. Print the name and address of the person the Funeral Home is to release the cremated remains to.
 6. Sign and date the form as the Authorizing individual.

- III. **THE OREGON DEATH CERTIFICATE WORKSHEET OR THE WASHINGTON DEATH CERTIFICATE WORKSHEET:**
 1. Depending on the State where the death occurred not the State of residence, choose which form you should be completing. The information on these forms must be

transferred to the appropriate State Death Certificate by your Funeral Director prior to filing of the Death Certificate.

2. If you do not have certain information and are going to be unable to obtain the information, please enter unknown with the understanding that that is what will appear on the recorded Death Certificate.
3. On the Oregon Death Certificate Worksheet, if the deceased individual was a veteran and you know the information on the Veteran's Status – Location of Combat Zone, check the appropriate area the veteran served in. If you don't know the area served in, write unknown at the bottom of the page.
4. Both Oregon and Washington charge for corrections made to a Death Certificate after it has been recorded with the Health Department in the county where the death occurred. Please review your answers carefully and once satisfied that the information you are providing is correct please print and sign your name across the bottom of the last page of the appropriate State worksheet. Your Funeral Director will only be responsible for corrections made in error by himself or staff of the Funeral Home. Corrections that are required due to wrong information provided by the family will result in correction fees from the State.