

# You may need to contact



## Accountant/Financial Advisor

Obtains copies of Income Tax Returns

## Australia Post

Arrange redirection of mail. This service is free if the Will or Death Certificate is produced.

## Australian Taxation Office

Advise the Tax Office whether the deceased was lodging returns or not.

## Banks & Financial Institutes

Accounts in the name of the deceased are frozen until formal requirements are met. Funds will normally be released to meet funeral expenses. Joint owned accounts are not effected.

## Centrelink or Pension Authority

Rankins Funerals will notify Centrelink or Veterans Affairs of the death but contact the relevant authority direct for further information on any benefits.

## Creditors

Obtain details of loans, mortgages or any personal debts owed to others.  
Cancel store credit cards.

## Debtors

Obtain details of loans or debts owed to the deceased.

## Electricity, Gas, Water, Subscriptions

Arrange transfer or cancellation of service.

## Employer

Obtain details of accrued wages, annual & long service leave & other benefits due. Ask for Group Certificate.

## Furniture & Personal effects

Secure the deceased home, remove all jewellery, artworks and other valuables.

## Health Care

Arrange cancellation or transfer of Medicare & private health funds. Inform your Doctor.

## Housing Authority or Landlord

Apply for refund of Bond. Return keys.

## Insurance - General

Advise insurer if home is to be vacant for any length of time. Notify building, contents & car insurance policies. Ask if any refunds.

## Superannuation & Life Insurance

Obtain details of all benefits due to the estate & requirements to settle any claims.

## Lease & Hire Companies

Return leased or hired goods & ask for final accounts

## Motor Registry

Cancel Licence. Transfer or cancel registration of vehicles.

## Share & Investment Companies

Obtain full details of all investments held in deceased name. Joint investments pass to the survivor on production of death certificate.

## Solicitor or Public Trustee

General information & assistance with Wills or the estate.

## Trade Unions & RSL Memberships

Obtain details of any death or funeral benefits due. Arrange for membership records to be noted.



Phone 4276 1000