

**NATIONAL ASSOCIATION OF RETIRED FIREFIGHTERS  
West Midlands Fire & Rescue Service**



Chair: **John Littleton**  
Secretary: **Ken Clarkson**  
Treasurer: **John Brown**

**INSTRUCTIONS TO MY NEXT OF KIN IN THE EVENT OF MY DEATH**

**PLEASE DO NOT DESTROY – KEEP IN A SAFE PLACE**

**NAME:** \_\_\_\_\_

**ADDRESS :** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Post code :** \_\_\_\_\_

**Date of Birth :** \_\_\_\_\_ **Place of Birth :** \_\_\_\_\_

**My Doctor:** Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel No: \_\_\_\_\_

**My will can be found :** At Home/Solicitors: (Name & Address ) :  
(Delete as required) \_\_\_\_\_

\_\_\_\_\_ Tel No : \_\_\_\_\_

**My Executor is :** Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_ Tel No : \_\_\_\_\_

Please inform the Pensions Department at West Midlands Fire Service of my death on Tel No: 0121 380 6932

Please inform NARF Branch Office Tel No: 0121 380 6059

My Widows/Widowers/Partners Name/Next of Kin is : \_\_\_\_\_

My Insurance Companies are:

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_

Tel No: \_\_\_\_\_ Tel No: \_\_\_\_\_

These Documents can be found:

\_\_\_\_\_

Bank Details: Name: \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_ Tel No : \_\_\_\_\_

N.I. Number: \_\_\_\_\_

**Tell Us Once.** Tell Us Once is a **service** that lets you report a death to most government organisations in one go. When you register the death the registrar will: let you know if the **service** is available in your area. give you the phone number. give you a unique reference number to use the **Tell Us Once service online** or by phone."

<https://www.gov.uk/after-a-death/organisations-you-need-to-contact-and-tell-us-once>

**DETAILS FOR MY FUNERAL :**

Undertaker : Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_ Tel No : \_\_\_\_\_

Funeral : I wish to be : **BURIED / CREMATED / MY BODY LEFT TO SCIENCE**  
**OTHER** : (please specify) : \_\_\_\_\_

Church Service : **YES / NO / HUMANIST**  
If **YES** : **VICAR – PRIEST – RABBI – MINISTER (OTHER- please specify)** : \_\_\_\_\_

**NAME** : \_\_\_\_\_ **Tel No** : \_\_\_\_\_

**OTHER** : (please specify) : \_\_\_\_\_

Hymn/s : \_\_\_\_\_

Music : \_\_\_\_\_

Flowers : **YES / NO / FAMILY ONLY**

Donations: (Please indicate your preferences)  
\_\_\_\_\_