



TJ SCOTT & SON

FUNERAL DIRECTORS

OUR FAMILY CARING FOR YOURS SINCE 1938



*Funeral Preplanning
for peace of mind*



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The T.J. Scott and Son difference -

We help make pre-planning easier

For over 80 years we have been helping and supporting families to pre-plan funerals, for themselves and for loved ones.

Pre-planning makes sense. It does make it easier for family and friends who would otherwise be left trying to make these decisions. Having these important conversations now is similar to organising your Will and it can minimise additional emotional and financial stress on those left behind.

It's for you, and it's for them.

A funeral is important and it should reflect the life of the person in a meaningful way – and that is different for everyone. Often when we go to funerals we come away thinking things like 'I hope my funeral would be like that' or 'I think I would prefer something else' yet often those closest to us never know these thoughts and wishes.

At a time of loss it can be so difficult to make even the simplest of decisions. Documenting your preferred funeral arrangements in advance and even putting some funds aside to cover funeral expenses is an easy way to reduce the burden on your loved ones at such an emotional time.

Together, our caring and understanding team can guide you with your pre-planning wishes and discuss the options available. We are here to help.



*The Scott Family
John, Kelly, Jack & Daniel Scott*



Pre-planning a Funeral

What Does Funeral Pre-planning Mean?

Funeral pre-planning means different things to different people. For some it is very much about documenting their wishes, sometimes in very simple terms and sometimes in great detail. For other people their main concern is setting aside funds to ease the financial burden for their loved ones. For many people it is a combination of both.

Where do I start?

This '*Funeral Pre-planning – for Peace of Mind*' guide explains the many choices and decisions to be considered when thinking about funeral pre-planning.

Once you have had the chance to read through this guide, you may have some questions or have a better idea of what you want to include.

If you would like time to discuss these options, we offer no-obligation appointments with our helpful and experienced *Pre-planning Consultants*. They can meet with you at our Kyneton, Gisborne or Kilmore locations or in your home, if you prefer.

Please see later pages in this guide for further information about funeral costs and your options but, in our experience, it's the conversation that is the most important thing and ensuring your family and loved ones know what your wishes are. That's what eases the burden considerably, knowing they are following the wishes of the ones they love.

Please remember there is no obligation to do anything more than have a conversation.



Documenting Your Wishes

The level of detail you wish to include in your funeral pre-planning is up to you. It can be as simple as nominating a preferred venue and indicating your preference for a burial or a cremation. Or you might want to go into more detail, choosing a coffin, noting who is to deliver the Eulogy, selecting music to play, choosing clothing to be dressed in, photographs for inclusion on Orders of Service - the list is endless. But if it is important to you, then it is important that it be part of your funeral pre-planning.

Service Formats to Consider

Thinking about the style and format you prefer for the funeral can be a good place to start. Some of the most requested formats for a funeral include:

- A service (at your chosen venue) followed immediately by a cortege to the place of burial or cremation where a committal will take place.
- A service (at your choice of venue) which is followed by a committal at the Cemetery or Crematorium (which may be attended by immediate family only (not advertised/private)).
- A service (at your choice of venue) with no cortege to follow. The coffin is placed in the hearse and only the funeral directors attend the committal (often the preferred choice when a cremation is to take place).
- A service and committal held at our funeral chapel, and the coffin remains in the chapel.
- A service or simple gathering held at the graveside or Crematorium chapel only.
- A Memorial Service (A Celebration of Life), where the coffin or casket is not present. A Memorial Service or Celebration of Life usually follows a non-attended burial or cremation.
- A funeral where only the funeral directors attend to either a cremation or a burial, with no mourners in attendance and no service to be held.



As part of your funeral pre-planning, considering the format and service option that best meets the needs of you and your loved ones is an important aspect to think about. Our various Professional Service options are described in more detail on the following pages.

Our Professional Service Options

What does the Professional Service Fee include?

All Funeral Directors have a professional fee which includes various components of their service. Our professional fees vary depending on the service that best suits your family (see the descriptions below), but all include the many aspects of arranging and conducting the funeral of your choice and caring for the deceased. For details of what our professional fees include at T.J. Scott and Son, please ask your pre-planning consultant or ask for our booklet *'How Much Does a Funeral Cost?'*, which provides a detailed list of all our services and associated costs.

Premium Service Option

Our *'Premium Service Option'* can help make a very detailed service so much easier. Our Premium Service Fee ensures you have the entire day with our attention only on your service for that day. (Our other service fees allow for allocation of a morning *or* an afternoon).

This option is often chosen when families prefer a funeral in the middle of the day (rather than the Standard 10.30 a.m. or 2.30 p.m. options). It also gives you the option of having refreshments between the service and the committal or perhaps you would prefer the committal before the service.

This option is also the most appropriate when a large attendance is expected at the funeral, and when additional set-up is required and extended time is needed for this. We allocate up to 5 staff to attend to your needs and we also include our black Caprice sedan (seats 4) for the family.



If you require coffin bearers or would prefer the lowering device in place at a Cemetery (where possible) we *include* the staff, vehicles and equipment in our Premium Service Fee, to make it as easy as possible.

Extended Service Option

When you do not require the additional staff, vehicles and equipment included in the *Premium Option*, but would simply prefer some time between the main funeral service and the burial or cremation, we offer the '*Extended Service Option*' to ensure you have the time you need.

Our Extended Service Fee also offers the flexibility and time to organise funerals or burials *outside our local area*, when we need to allow additional time for travel, on top of the time we include as standard to set-up and conduct the service. Perhaps you would prefer the burial or cremation on a different day (or later the same day) to the funeral service?

We allow up to 6 hours, so whether you just want to have that time for refreshments between the two services, or you need to organise a service outside our local area, this options gives you the time you need.

Standard Service Option

Our '*Standard Service Option*' allows for a service (at a venue of your choice) followed immediately by an attended committal at a Cemetery or Crematorium, or a non-attended committal, attended only by us as the funeral directors.

Even when a service seems relatively simple we allow up to 4 hours (half a day) to set-up and attend to that service fully. This is why we recommend our preferred times of 10.30 a.m. or 2.30 p.m. This means we can meet the needs of all the families we are looking after and not compromise our service standards by scheduling funerals too close together.



Thomas J. Scott Chapel Service Option

If you would prefer to have the entire service in the Thomas J. Scott Memorial Chapel, and the coffin remains in the chapel, this service option offers a simple farewell, without the use of the hearse. A non-attended cremation will follow at a later time at our discretion. If you would prefer the hearse to depart the chapel then the standard fee applies.



Arrival Service Option

The '*Arrival Service Option*' is one service at the place of committal only. (At the selected Cemetery or Crematorium).

For many people, this is their chosen option when something simple is preferred. Just because a service is simple doesn't mean you can't have those personal touches and special inclusions such as favourite music, balloons, petals etc., if you would like them. We allow up to 2 hours to enable time to set-up and prepare the grave area (if applicable) and time for the service and gathering of people.

*Please note: If the Cemetery is outside our local area and we need to allow an additional 1 + hours for travelling then the '*Extended Service Option*' would be applicable so that we allow plenty of time for staff to travel.*



Memorial (Celebration of Life) Service Option

A '*Memorial Service Option*' allows time to gather as family and friends to commemorate and celebrate the life of their loved one without the coffin present. The burial or cremation usually occurs prior to the Memorial Service and there is no mourner attendance at the committal (Funeral Directors only attend the Cemetery or Crematorium).

We organise, coordinate and attend to the Service/Gathering so that you have someone there to organise everything for you. We help you book a celebrant, organise music, place notifications in papers, organise flowers or décor for the venue, coordinate any audio visual requirements such as DVD presentations and equipment hire and book refreshments for you.

After Hours Service Options

Did you know that funerals can be held at twilight or in the evening at certain venues? Or maybe a Saturday suits your family better?

Our '*After Hours Options*' take into consideration the need for services and gatherings outside the 'normal hours'. If the burial or cremation is unable to be held the same day the '*Extended Service Option*' ensures we allow 2 days when needed.

No Service Options

We also offer both Direct Cremation and Direct Burial options where there are no mourners in attendance. These low-cost options do include the opportunity to say farewell at our Kyneton Chapel prior to the cremation or burial (with the coffin open or closed) which would be timed at our discretion and not at standard funeral times. If there is someone who wishes to attend the burial or cremation then the '*Arrival Service Option*' is applicable.



Choosing a Venue

One of the first decisions to make is choosing the place to have a service or gathering. This may be influenced by cultural or religious beliefs, a previous experience or your individual interests or personality. We have organised funerals in so many different venues, from a shearing shed to back yards, and from football ovals to a yacht club – the list is endless.

Possible venues include:

- The Thomas J Scott Memorial Chapel
- A Crematorium chapel
- A church or sacred space
- A graveside
- A private residence or property
- A garden, riverbank or other outdoor setting
- A school hall or civic venue
- Public parks, gardens and reserves.
- A sporting or recreation club
- A favourite hotel or reception venue
- A winery, or an historic property
- A theatre or community hall

Each venue/location will have their own applicable fees, which are additional.



Burial or Cremation?

We can organise a burial at a Cemetery, or a cremation at the Crematorium of your choice. Every Cemetery and Crematorium have different fees and options available and we can find out those options for you once you have decided on your preferred place.

We have organised burials all over Victoria and interstate.

Burial

When choosing a burial, it is important to know the options at each Cemetery, as some cemeteries may have both lawn and monumental areas to choose from and allow different types of monuments or plaques. Most Cemeteries allow you to purchase a grave in advance, and it can be a good idea to think about this as part of your funeral pre-planning. We can help put you in touch with your preferred Cemetery if you would like to know more about your options.

You might also like to think about purchasing additional Cemetery plots if other family members wish to be buried alongside you or your loved ones. If you have pre-purchased a Cemetery plot or it is to be a re-opened grave please advise your Pre-planning Consultant so the details can be noted.

Cremation

Crematoriums in Victoria are located at Fawkner, Altona, Springvale, Lilydale, Bunurong, Bendigo, Ballarat or Geelong. If you choose cremation we personally attend to the cremation at your chosen Crematorium and we do not use private cremators interstate.



Cremated Remains

Next of kin may choose to collect the cremated remains from the Crematorium, or we can collect these personally on our next visit. Once you have collected the cremated remains you may wish to:

- Select a special urn for the ashes to be kept at home.
- Memorialise the ashes at your home or on a property.
- Memorialise the ashes at a Cemetery or memorial garden (Memorial wall or rose garden or family grave).
- Scatter the ashes at a significant place using one of our special scattering tubes.
- We also have keepsake urns and keepsake jewellery for a small portion of ashes to be kept in.

Choosing a Coffin or Casket

Choosing a coffin or casket is one of those important decisions that you can make now. A coffin or casket is required to meet the legislative requirements for a burial or cremation to take place, but more importantly can reflect the life of the person. We offer a large range of coffins and caskets, including eco-friendly options, and shrouds.

We source these through Australian manufacturers to support our local industry and the only exception is the Batesville Casket range from the USA which is not produced here in Australia. Our handles and other hardware as well as the linings and drapery are all made here in Australia – something we are very proud to offer.

Please go to our website to look at the images of our range in detail.

<https://tjscottandson.com.au/organising-a-funeral/casket-coffin-range/>

Please note that if larger than standard dimensions are required an additional cost is applicable, depending on the coffin or casket selected.



All of our coffins and caskets are fully lined and have a hand engraved nameplate for presentation to the Cemetery or Crematorium, as required by the Cemeteries & Crematoria Regulation 2005. The linings, handles, hardware, nameplate and ornaments are supplied as shown (or closest alternative) and are all inclusive in the coffin or casket price listed.

This is an 'Expressions' Coffin showing an image of Honour Avenue Macedon. Any image can be added to the Expressions Coffins and can reflect favourite places, hobbies or interests.



Additional Options to Consider

Celebrant

A celebrant is the person chosen by you to lead the service or gathering. They put the content of the service together and work with you to organise the words that are spoken, where the selected music is played, any other elements of the service and in what order the service will be. It is important the celebrant you choose helps reflect the life of your loved one in a way that is meaningful.

You may be affiliated with a church or group with whom a clergy or minister may take part, it may be a funeral celebrant or an experienced MC you know personally.

We also have our very own experienced funeral celebrants in John Scott and Kelly Scott, as well as a selection of trusted and professional celebrants who understand how important sharing a meaningful and appropriate service is.



Music

Music is such an important part of any goodbye. It can convey your feelings, it can reflect a person's interests and it can evoke memories and experiences shared. We have an extensive music library and will source recorded music for you. We can also organise live musicians and/or singers if that is your preference.

eTribute and other Online Notifications

We offer all families a beautiful eTribute for your loved one at no charge, providing a special place to share your thoughts and memories, favourite photos and messages, details about the funeral and any special requests for the service. Even when a funeral is private you can still have an eTribute to share special memories.

Newspaper Notices

Many people nominate a newspaper for a death and funeral notice to be inserted and we can organise these for you in any publication of your choosing. We can help to put these together in advance or at the time.

Flowers

You may like to choose flowers for the coffin, around the coffin or in the venue. Is there a particular flower, plant, colour that you particularly like?

Don't forget little touches like petals, or perhaps gum leaves, or giving out sprigs of rosemary or lavender.

Again we can assist in the ordering of these tributes, whether they be for the coffin or to decorate the service venue, or perhaps some individual flowers to be placed on the coffin by closest family. Please advise if you would like your preferences noted in your pre-planning wishes.



Memorial & Attendance Books

Memorial and Attendance Books are often requested for those attending the funeral to sign. They are an important keepsake of who was able to share in the service or gathering. We have a selection of memorial and attendance books available or sometimes families prefer to supply or make their own.

Why not include a special book at the refreshments for people to share a favourite story a quotation or a message for the family? Guests can be invited to bring along a favourite photo to be added to the book.

Order of Service Leaflets

Order of service leaflets, church and mass booklets can be prepared either by the family or we can prepare and print these for you.

We offer paper or card and 4 designs to choose from – Standard, Traditional, Cursive & Contemporary. Costs vary according to selections chosen, number of photos included and pages required.

Order of service leaflets not only provide an overview of the service but they are a lovely keepsake for those attending. While people can share leaflets we have found that, if possible, most people love to have their own copy to keep and you may like to send copies to those unable to attend.

Visual Tributes

Professionally produced photo presentations provide a very special opportunity for reflection and can be a particularly poignant and memorable part of a funeral service.



We have professional suppliers who can produce this for your family, or some families prefer to prepare the photo slideshow themselves (in this case, we advise that they thoroughly test the presentation personally, at the venue, before the day of the service to ensure it will play without issue).

When thinking about funeral pre-planning, you might like to consider collating your preferred photos, or choosing music to accompany the DVD presentation.

Please note that depending on your choice of funeral venue, audio visual equipment hire may be required – again, we have various options and suppliers and can assist with this depending on the requirements at the time. Over time, more and more venues are incorporating audio-visual equipment as these choices become more commonplace.

Coffin Bearers

Sometimes pre-planning includes the names of the preferred people who will carry and/or lower the coffin. If you have specific people in mind for this important role, this can be noted in your pre-planning wishes.

At least four people are needed for the movement of the coffin on the day of the funeral. If there are no family or friends available or able to do this we can organise additional staff to be engaged as coffin bearers on the day. (Additional costs apply unless a '*Premium Service Option*' is applicable).



Family Vehicles

We have a black Caprice sedan (seats 4) which is available on request for the family on the day of the funeral. Costs vary depending on distance required to travel and the time needed. Additional vehicles can be hired through chauffeur services if required.

Funeral Cortege

When possible, the funeral cortege can be requested to drive past a special place on the way to the Cemetery or Crematorium. If additional time is required for a special cortege, the '*Extended Service Option*' is available to include the time needed.

Refreshments

Gathering together following the service is an important time and there are many options available to provide refreshments for this. You may prefer to host people in the family home (perhaps with the help of a catering service) or share morning/afternoon tea, lunch or finger food at a local cafe, hall, meeting place, club, pub or other appropriate venue. We have a list of options available if you need guidance with this.

Donations

If you would prefer people make a donations to a favourite charity, in lieu of bringing flowers to the funeral, this can be noted in your pre-planning. At the time of the funeral, we can include this request in the funeral notice and/or on your eTribute, and we can request memorial envelopes and provide an online link for donations.



Other Equipment Hire

Whatever it is you need, we can help organise it for you. Marquees, heating, cooling, chairs, tables, stages, plants, decoration – just let us know and we can help put it together.

Making it Unique

There are endless options available to make a funeral service special, unique, and individual. Making notes about these little things now can be so helpful, as these details are sometimes the things that we don't think of at the time when someone we love has died. Sometimes the small touches can create something unique and memorable, and are really limited only by your imagination, such as:

- Decorating/personalising the coffin or casket – art and craft stores have stencils and stickers available that can be added to the interior or exterior of the casket.
- Using flowers, plants or shrubs to decorate the venue.
- Balloons can be used to decorate the venue, and/or released.
- Filming the service. It is often hard to absorb everything on the day itself – especially for families with young children.
- Family photographs. Funerals bring people together and although it is a sad occasion, it can be nice to take photographs to remember everyone being together.
- Placing special keepsakes or mementos such as letters, photos, drawings by children and grandchildren (which involves them in this important process) in or on the coffin.
- Handing out sprigs of rosemary, flowers or other mementos.
- Lighting candles during the service.
- Displaying art or favourite photos.
- Photo cards/Bookmarks to be given out.
- Releasing doves or butterflies.
- Toasting with champagne or a favourite refreshment.



Funeral Costs

The cost of a funeral depends on the choices you make. Funeral prices range to suit budgets and preferences, which is why they can cost less than \$5,000 or more than \$20,000.

What costs make up the funeral expenses?

T.J. Scott and Son Funeral Directors provide a wide range of services and options to help make the funeral service as individual and personal as possible while offering choices to suit varying budgets.

A significant portion of the total cost of a funeral usually includes third-party expenses that we organise on a family's behalf. It often makes it easier for families when we organise everything for them, so that all of the funeral expenses are itemised on the one account.

The total cost really depends on what you choose and what you need us to do for you. We'll help you to make informed choices that work for you and your family.

There are 4 main elements of funeral expenses:

- The funeral directors professional service fee (*See pages 11-14*)
- The coffin, casket or shroud selection (*See page 15*)
- The third-party fees (out of pocket expenses) (*Some of these options are explained on pages 16-24*)
- The goods & services tax (GST)

Take your time to read through the description of the professional fees and what these include. Once you have decided on the funeral format that best suits your family, the coffin or casket selection and the other elements of the funeral, we will provide an itemised estimate of the funeral costs at today's prices.



What payment is required before a Funeral?

When we are organising a funeral a deposit is required to be paid which includes the third-party expenses which are requested by the family. Many of these costs are payable prior to or on the day of the funeral such as Cemetery fees, celebrants and refreshments.

By putting funds aside for your funeral in advance, you can ensure your loved ones have access to funds specifically invested for these future expenses.

Pre-Arranged Funeral Plans

Pre-arranging is simply discussing and documenting your wishes for your funeral. It's about making some of those important decisions now, which makes it so much easier for your loved ones in the future, and gives you peace of mind. There is no financial commitment and no locked-in contract, although you might like to invest funds for your funeral in addition to documenting your wishes.

Pre-arrangements can be documented and kept on file with us at T. J. Scott & Son, and as your nominated Funeral Director we have a copy of your wishes and can assist the family at the time the funeral needs to be organised. It is important that you advise your next-of-kin, Solicitor and/or Executor that your funeral pre-planning is on file with us.



Setting Aside Funds For Your Funeral

For many people, ensuring that your loved ones are not left with a financial burden can be the most important consideration, and this can be done in conjunction with documented funeral pre-planning, or simply by setting funds aside.

There are many different funeral pre-planning products available in the financial market, which generally fall into three categories – Funeral Bonds, Fixed Price Prepaid Funeral Plans, and Funeral Insurance.

It is important to look at all the options so you can make an informed decision. The options are explained in brief below and for Smart Tips and Case Studies please refer to the ASIC MoneySmart Booklet about Paying for Funerals.

<https://www.moneysmart.gov.au/life-events-and-you/over-55s/paying-for-your-funeral>

Funeral Bonds

A Funeral Bond is a capital guaranteed investment and a special type of financial product that is specifically for your future funeral expenses. You can invest in a lump sum or start with a small amount and make regular payments over time.

There are specific rules about this special type of investment but most importantly this money can only be used towards your funeral and cannot be withdrawn earlier.

A Funeral Bond investment is not deemed part of your assets and bonus payments are not included as part of your income, which may assist with pension entitlements and taxation obligations.



You can allocate any amount you wish which will be paid towards your funeral expenses at the time. You are not locked in to any contracts and the investment is portable. It is an investment in your name and should you move your place of residence your investment goes with you.

You can organise a Funeral Bond with your chosen funeral director and, together with some pre-arrangements, you can ease the emotional and financial burden on those left behind.

We often put together an estimate of expected funeral expenses based on pre-arrangements, to give those who wish to invest in a Funeral Bond an idea of how much a funeral would cost (at today's prices). This may assist them with an investment amount or goal that meets their needs.

It is not a fixed-price funeral plan and your wishes can be changed or amended over time.

Fixed-Price Funeral Plans

A Fixed-Price Funeral Plan is a contract with your chosen Funeral Director, where you nominate the exact service and coffin or casket you want and the *Professional Service Fee* and *Casket cost* are paid at today's prices. It is important to note that the majority of funeral expenses are third-party expenses (such as burial or cremation fees, newspaper notices, flowers, catering etc.) and most of these *cannot* be included in a fixed-price funeral plan.

Whilst your wishes can be documented and included in the funeral contract, all the third-party costs would need to be invested in a separate Funeral Bond or paid by the family at the time of the funeral, without a fixed-price agreement.



As funerals have changed so much throughout the years, with more services and options available, funeral bonds are now more selected than fixed-price funeral plans so that one investment is made towards the funeral expenses. There is no locked-in contract and any bonuses are added to the investment amount.

Funeral Insurance

Please read Pages 10-16 of the ASIC MoneySmart Booklet regarding Funeral Insurance as they include some case studies and questions you should ask if considering this type of insurance.

The most important thing is that funeral insurance is just that – *insurance*. You pay ongoing premiums but it is not a savings plan. Your family only get the set amount you agree to when you sign up and not the amount of premiums you have paid. It may be paid to your family and not towards your funeral expenses.

How do I invest in a Funeral Bond?

If considering a Funeral Bond as an investment or to start a savings plan for your funeral expenses, it is important to look at the options available and read the Product Disclosure Documents regarding any investment.

We work with *Australian Friendly Society* (Bendigo Bank Funeral Bond) and *Foresters Financial* and both offer Capital Guaranteed Funeral Bonds.

You can invest up to \$13,250 (as at 1/7/2019) in a Funeral Bond (this is indexed annually) which can go towards your funeral expenses. You can nominate your Funeral Director so that they can organise payment towards the funeral expenses at the time, which saves the family having to complete any paperwork and claim forms and you have the peace of mind knowing you can financially protect your loved ones.



For further information go directly to their websites (you can use links below) for their Disclosure Documents so you can make an informed decision.



https://forestersfinancial.com.au/wp-content/uploads/2019/04/Foresters-Funeral-Bond-2019_FINAL.pdf



<https://australianfriendlysociety.com.au/wp-content/uploads/2019/11/BFB-DD-Web.pdf>

Travel Protection

Both Australian Friendly Society and Foresters Financial offer an additional benefit called 'Travel Protection'.

This is an optional benefit you can include with your Funeral Bond which covers the transportation costs in the event of your death occurring more than 70km from your residential address (within Australia).

You pay a one-off premium at the time you establish your Funeral Bond and this plan covers the cost of transportation from the place of death to our Funeral Home in Kyneton, up to a maximum of \$3,000.00.

Please read the Product Disclosure Documents for more information to see if this benefit would suit your needs.



YOUR GOODBYE *and* YOUR STORY

Our *Your Goodbye* Booklets are so helpful for those who want to organise their pre-planning.

We have two booklets available to help you document your wishes and preferences and, more importantly, start the conversation about *Your Story*. Everyone has their own unique life and this little book helps prompt some memories and events that have been part of yours so far.

Both these booklets are complimentary and can be emailed to you or please ask us for your own hard copies to complete. For *you* and *your family* pre-planning may just be thinking about and completing these booklets to leave with your loved ones. It's a small thing that can make an enormous difference at such an emotional time.



Sharing stories and talking about life and death isn't always easy, but it's important for your family. Have the conversation now.

Complete the 'Your Goodbye' booklet to outline your wishes.

For your complimentary copy of the Your Goodbye and Yours Story Booklets contact Kelly Scott at kelly@tjscottandson.com.au or phone 03 54226455.

YOUR Goodbye
Honouring life

TJ SCOTT & SON
FUNERAL DIRECTORS



What Personal Information is needed to arrange a Funeral?

When pre-planning many people ask what personal information will be required, and whether they need to supply copies of Birth or Marriage Certificates. Certificates are not required, but we will ask you for the necessary information, such as marriage details, parent's details, children etc. When discussing your pre-planning with us, we can provide you with a *Personal Information Form*, listing the details needed for the Registration of Death and the Authorisations for Burial or Cremation to take place.

It can be helpful to have prepared this information ahead of time, and we can keep these details on file with your pre-planning.

This means that loved ones don't have to try and source information – we can have all the paperwork and applications completed for them – making it so much easier.



The Australian Funeral Directors Association

Did you know that as a member of the Australian Funeral Directors Association (AFDA) we must undergo regular inspections of our premises, vehicles and equipment to ensure we are providing professional standards at all time? Membership also requires us to complete professional development and training each and every year so we are always up to date with any legal and legislative changes and requirements, as well as offer the best in funeral service. It is imperative that we keep in touch with our changing communities and environment.



Family Business Australia

We are also proud members of Family Business Australia. Did you know that Family businesses account for around 70% of all businesses in Australia. FBA provide ongoing Professional Development and Support to help families like ours – now 4 generations strong!



Frequently Asked Questions

Whilst we have tried to put together a comprehensive information booklet to help you think about funeral pre-planning, there may be other questions you think of and we welcome any you may have.

We are here to help you in any way we can. It is important for you to have the information you need in order to make informed decisions.

We believe in authentic, genuine service and transparency with costs, so you know what we are doing for you and how much those services and expenses you have requested will be.

For further information please visit our website at www.tjscottandson.com.au which is a very comprehensive resource and includes a page dedicated to Frequently Asked Questions.

Go to: <http://tjscottandson.com.au/organising-a-funeral/frequently-asked-questions/>

What Now?

If you would like more information, or would like to proceed with your Pre-planning and/or setting up a Funeral Bond, please get in touch with us. We can provide you with an itemised quote for your preferred funeral arrangements to give you an estimate of the likely costs, to assist with your decision making.

We can also work with you to document a detailed, personalised pre-arranged funeral.

At T.J. Scott and Son, we are here to help, so please don't hesitate to get in touch with us.





TJ Scott & Son Funeral Directors

Professional, Experienced, Caring

Member Australian Funeral Directors Association

Member Family Business Australia

Proudly serving the community since 1938



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