



A Family Guide to writing an obituary for your loved one provided for you by FirefighterAid's Local Assistance Support Team (LAST)

The following headings are meant as a general guide. Make sure that you have considered everything that is usually covered, then select what you would like to include, and also decide what order you would like to use. Below is a list of suggested items that can be covered. You do not have to use all of these items, but be sure to cover the most essential pieces of information about your loved one.

NAME/ANNOUNCEMENT

- Full name of the deceased, including nickname, if any
- Age at death
- Residence (for example, the name of the city) at death
- Day and date of death
- Place of death
- Cause of death

LIFE

- Date of birth
- Place of birth
- Names of parents
- Childhood: siblings, stories, schools, friends
- Marriage(s): date of, place, name of spouse
- Education: school, college, university and other
- Designations, awards, and other recognition
- Employment: jobs, activities, stories, colleagues, satisfactions, promotions, union activities, frustrations
- Places of residence
- Hobbies, sports, interests, activities, and other enjoyment
- Charitable, religious, fraternal, political, and other affiliations; positions held
- Achievements
- Disappointments
- Unusual attributes, humor, other stories

FAMILY

- Survived by (and place of residence)
- Spouse
- Children (in order of date of birth, and their spouses)
- Grandchildren
- Great grandchildren
- Great, great grandchildren
- Parents
- Grandparents
- Siblings (in order of date of birth)
- Others, such as nephews, nieces, cousins, in-laws
- Friends
- Pets (if appropriate)
- Predeceased by (and date of death)
- Spouse
- Children (in order of date of birth)
- Grandchildren
- Siblings (in order of date of birth)
- Others, such as nephews, nieces, cousins, in-laws
- Pets (if appropriate)

SERVICE

- Day, date, time, place
- Name of officiant, pallbearers, honorary pallbearers, other information
- Visitation information if applicable: day, date, time, place
- Reception information if applicable: day, date, time, place
- Other memorial, vigil, or graveside services if applicable: day, date, time, place
- Place of interment
- Name of funeral home in charge of arrangements
- Where to call for more information (even if no service planned)

END

- Memorial funds established
- Memorial donation suggestions, including addresses
- Thank you to people, groups, or institutions
- Quotation or poem
- Three words that sum up the life

Sample Obituary

Howard Hall, 85

Former Texas resident Howard M. Hall, 85, died Dec. 23, 2005, at his home in San Diego, California.

A memorial service is planned for January 5, 2017 at Conway Funeral Home.

Howard was born May 30, 1920, in Sacramento, Calif., to Salvatore and Elle Hall. Howard could accomplish anything he set his mind to do. At a very early age, he built a wagon to push his little brother around that was too little to walk.

Howard served in the United State Air Force, during World War II as a radio operator. He spent 14 months in the South Pacific. In 1942, Mr. Hall came to San Diego with his wife, Sally. He became a firefighter and retired as a Captain after 31 years of service to the city of San Diego.

Howard spent more than 50 years in San Diego. He and his wife, Sally, built their vacation home in Galveston, Texas and enjoyed many wonderful winters there together.

He is survived by his wife of 28 years, Sally; daughter, Jean (Williams); son, Michael; son, Alexander; and 7 grandchildren.

In lieu of flowers, the family suggests donations be made in Howard's name to FirefighterAid, 10509 San Diego Mission Rd, Suite F, San Diego, CA 92108.

Condolences may be sent to Howard's wife, Sally at P.O. Box 18750, San Diego, CA 92101.

Submitting Your Obituary

Please note, this information may change at any time. LAST provides this as a courtesy. Be sure to confirm all information with the Union Tribune or other publications prior to submittal.

As of May 2011, prices for obituary publication in the San Diego Union Tribune are as follows:

\$1.75 per line for publication Mon-Fri
\$8.92 per line for publication Sat or Sun

Each line of text has room for approximately 30 characters (letters, numbers, or spaces.) The Union Tribune frequently runs discounts for multiple day publication. You may contact them for details with the information below.

Obituaries can be submitted to the Union Tribune for publication 3 ways:

1. online by going to www.utclassifieds.com
2. emailing them to funeralnotices@uniontrib.com
3. faxing to (619) 293-1462

Make sure to contact the Union Tribune to confirm the deadline you must meet for a certain publication date. Usually, you must submit your obituary by Friday at noon to be published the following Sunday.

Contact the Union Tribune Classifieds department at (866) 411-4140 between 8:30 a.m. and 5:00 p.m. Mon-Fri or between 3:00 p.m. and 6:00 p.m.