

the registration.

It's not possible to register the death with the British authorities in a number of countries including: the Ascension Islands, Australia, Bermuda, Canada, Cayman Islands, Christmas Islands, Falkland Islands, Gibraltar, Irish Republic, Nevis, New Zealand, St. Helena, South Africa, Turks & Cacos Islands, Virgin Islands (UK)

If the body is to be brought back to England or Wales, this must be reported to the coroner - usually the coroner for the district where the funeral will take place. The coroner will decide whether further investigation is needed. If the body is to be cremated, you will need a coroner's Certificate for Cremation (form 6).

Documents you'll need to register the death.

When registering the death, you should take information about yourself and the deceased including:

- full name
- date of birth
- passport number
- where and when the passport was issued
- details of the next of kin, if you're not their closest relative

Bringing the body home

If you wish to bring the body back to the UK, British Consular staff will help by putting you in touch with an international funeral director. The body will need to be embalmed and placed in a zinc-lined coffin before it can be removed from the country. It may take some time to bring the body home, especially if a post-mortem examination is held.

Documents you will need

Before you can bring the body home, you'll need the following documents

- a certified English translation of the foreign death certificate from the country in which the person died
- authorisation to remove the deceased's body from the country
- a certificate of embalming

Funeral costs

If the deceased's funeral costs are covered by travel insurance, contact the insurance company promptly. They'll be able to contact the funeral directors for you and make the necessary arrangements. If the deceased's funeral costs are not covered by insurance, you'll be expected to pay all the costs including hospital bills and repatriation (bringing home) of the body and possessions.

Arranging the funeral in the UK

You'll need to take an authenticated translation of the death certificate to the register office in the area you intend to hold the funeral. The register will then issue a 'certificate of no liability to register'. This certificate is usually given to the funeral director to enable the funeral to go ahead. The certificate is not required if a coroner has issued a Certificate for Cremation (form 6) or an Order for Burial.

If you wish to have the body cremated you will need the coroner's certificate before you start planning the funeral.

Having the funeral abroad

You can arrange for the burial or cremation in the country the person where died. The British Consulate can give you advice about this.

Deaths in disasters abroad

If the deceased has been killed in a disaster abroad, natural or otherwise, ask the Foreign and Commonwealth Office for help. They will provide support and advice. The main enquiry number is 020 7008 1500. They are open 24 hours a day.

Groby Parish Council

Council Offices
Village Hall
Leicester Road, Groby
Leicester, LE6 0DQ
Tel: 0116 2876985
parishclerk@groby.com

What to do When Someone Dies



What to do when someone dies

The following list will help you understand what needs to happen when someone dies. It's important to remember that you must tell someone you trust if you have pre-planned your funeral or have made a will so they can ensure your wishes are carried out.

- Notify the doctor immediately
- If the death is unexpected or happened outside of a hospital, notify the police
- Register the death at the register office
- Start making funeral arrangements, taking into account any pre paid plans or wishes
- Find the will and notify the Executor – this may either be at the deceased's home, bank or solicitor
- If there is no will, the next of kin should either seek legal advice or apply to the Probate Registry for a 'Grant of Letters of administration', giving authority to access and distribute funds. (This may not be needed if the deceased's estate is less than £5,000 and doesn't contain any land, property or shares or the whole estate is owned in joint names as in this instance it would automatically go the surviving joint owner)
- Make a list of the deceased's assets and liabilities, i.e. bank and or building society accounts, ISA's, shares, premium bonds, insurance policies, credit cards, loans and utility providers
- Make a list of people and companies that need to be notified:

- ✓ Relatives and friends
- ✓ Employer
- ✓ School
- ✓ Solicitor / Accountant
- ✓ The Tax Office
- ✓ National Insurance Contributions Office
- ✓ Child benefit office
- ✓ Tax Credit Office
- ✓ Local Authority (for council tax / blue disability badge / social services care)
- ✓ UK Identity and Passport Service (to cancel a passport)
- ✓ DVLA (to return a driving licence and cancel any car tax)
- ✓ Car Registration documents (for changing ownership)
- ✓ General insurance companies such as contents, car, travel and medical insurance
- ✓ Loan, Hire or Rental companies
- ✓ Pension providers and life insurance companies
- ✓ Banks and building societies
- ✓ Mortgage provider
- ✓ Credit card and store card providers
- ✓ Landlord or local authority if the property is rented
- ✓ Any home help agencies
- ✓ Utility accounts
- ✓ Royal mail (if mail need redirecting)
- ✓ TC / internet companies

Please check that you are still covered on all insurance policies and utility services where the deceased is the first named on the policy.

When someone dies abroad

When someone dies abroad, the death may seem more distressing because of the complications of being away from home and dealing with strangers, but you can get help from the British authorities in the UK and overseas.

If the person dies while you're abroad with them

The British Consul will support you by offering practical advice and help with funeral arrangements and other formalities such as inquests.

If the person died while on a package holiday, the tour operator will be able to contact funeral directors and British Consular staff for you.

Registering the death where the person died

You will need to register the death according to local regulations and get a Death Certificate. The local police, British Consul or tour guide can advise you on how to do this. You can also often register the death at the British Consulate as well. You don't have to do this, but if you do you can buy a UK-style death certificate and the record will be sent to the General Register Office within 12 months. You will be able to get a copy of the record later from the General Register Office or from the British Consul in the country concerned. If the person who died was a serving member of the British armed forces, their commanding officer can also request the registration.