



WRANGELL SENTINEL

Call Amber at 907-874-2301 or email wrgsent@gmail.com for assistance

Submitting an obituary is a difficult and emotional task. You will need to gather information from family and friends of the deceased about their childhood, education, career, hobbies and interests. Using this form will help make the process easier and will ensure you submit a complete obituary.

INSTRUCTIONS: Fill in as many of the items in *italics* below with the appropriate information. Fill in what you can — there is nothing wrong if you want to leave some information blank.

You can type directly in this form (it's a Word document), save it and email it to Amber at the Sentinel. Or you can use it as a guide and write up your own submission. Typing is preferred; sometimes handwriting can be hard to read, and we don't want to make any mistakes.

OBITUARY

[given name] [middle name and/or nickname] [surname name] [maiden name], [age], of [city], [state], passed away on [date of death] in [location of death]. He/she resided in [if different than the city and state where they died]. The cause of death was [optional to include].

The funeral service, memorial service, celebration of life (whatever you want to announce) **will be held at [location] on [date] at [time]. Burial will follow at [cemetery name], [cemetery location]. Visitation will be held at [location] on [date] at [time].**

[name] was born in [location of birth] to [parent's names] on [date of birth]. He/she went to high school at [school name] and graduated in [year]. He/she went on to earn a degree/certificate in [degree type] from [school name]. He/she worked as a [job type] for [company] for [number of years]. He/she enjoyed [activities/hobbies]. He/she received [awards/honors] and was involved in [charities/organizations] and enjoyed or was well known for [list whatever you want]. He/she retired from [employer] in [year].

He/she lived in Wrangell and Southeast Alaska from [years], and [anything you would want to include about their time in Southeast].

[name] is survived by his/her [relation], [name] of [city]. (List all survivors: spouse, children, siblings, parents, grandchildren, number of great-children, nieces and nephews). He/she is preceded in death by his/her [relation], [name]. (List spouse, parents, children and siblings who have passed away.)

Memorial donations may be made to [organization name], [mailing address].

Contact information if the Sentinel needs to reach you for more information:

Your name: _____

Phone: _____

Email: _____

The Sentinel does not charge for obituaries that do not exceed 400 words. The family can submit the obituary, which the Sentinel will assist by editing, or the family can submit the information and Sentinel staff will write the obituary. The Sentinel will write the headline and publish the obituary along with the other news stories in that week's paper. There is no charge for a photograph with the notice.

The Sentinel will charge for notices longer than 400 words, with the cost dependent on the length and the format requested by the family. Or if the family wants the obituary framed in a border or with other artwork, even if it is less than 400 words, the Sentinel will charge for the notice, depending on size.

This template is a guide. You can make any adjustments you feel necessary.