



# Compassion Cremation Service

2109 Luann Lane - Madison- Wisconsin - 53713 608-217-9166  
1650 Huebbe Parkway - Beloit - Wisconsin - 53511 608-217-9166  
Fax- 608-663-3679

Email: [director@compassioncremation.com](mailto:director@compassioncremation.com)  
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January 1, 2017

Memorandum For: Families Selecting Cremation Service

SUBJECT: Cremation Provider Services

1. Please accept our deepest and most heart-felt condolences with passing of your loved one and for selecting our service.
2. This memorandum will provide you with helpful information on what you should expect from our services.
  - A) Death Certificates - available for pick up at your local vital records office on or after the 14 day after you submit the death certificate worksheet to the funeral director. If life insurance is not used to pay for your service, the funeral home does not need a death certificate. There is a \$20 Service fee for the funeral provider to pick up your death certificates.
  - B) Cremation - available for pick up on or after the 14th day. You will be notified and scheduled when your love one is ready for pick up. There is a RUSH fee If requested prior to the 14th day. RUSH RESTRICTIONS APPLY
  - C) Social Security Notification - when the vital information is input in the State Electronic System, the state notifies Social Security of your loved one death.
  - D) Obituaries - funeral provider will only verify death. You must submit a electronic copy of the obituary the newspaper for an estimate. The family must pay directly to the newspaper.
  - E) Urn Purchased from Third Party - The funeral home is not responsible for urns that are not purchased from the funeral provider. Do Not have urns delivered to the funeral home. Please bring third party Urns on the scheduled appointment day.
  - F) Transferring Cremated Remains to Urns/Keepsakes/Jewelry - There is a no-charge 3 item limit to transfer cremated remains to a Urn/keepsake/jewelry. There is a \$5.00 additional charge on every item to transfer.
  - G) Payments - All payments must be made within 24 hours to receive \$950.00 cremation only charge. If paid after 24 hours the charge is \$1150.00 but prior to the 5th day. If the payments is not received by the 5th day, you will incur a \$30 per day charge for non-payment. If not paid by the 7th day, the County Medical Examiner will take custody of you loved-one for sheltering. There may be a sheltering charge from the Medical Examiner's Office.



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H) Third Party Information Release - The provider will not release information without written correspondence from the next-of-kin. If there are multiple persons with the equivalent status, we must have correspondence from each person.

I) Military Honor - the family must supply the funeral home with DD 214 before we can issue a Burial Flag and request military honors. If you need assistance with veteran benefits, you must contact your local veteran service office.

J) Agent Receiving Cremated Remains - NO one other than the Authorizing Agent will received cremated remains without written correspondence and a State or Government photo ID.

K) Memorial Service - Services will provided by Foster Funeral Service and will incur the funeral home charge.

3. We pray that the information above explains our Compassionated Services

Our Prayers,

Compassion Cremation Leadership Team

Signature

Print Name

Date Signed