

The Daily Democrat

711 Main St. • Woodland, CA 95695 • (530) 406-6228 • Fax: (530) 406-6262 • news@dailydemocrat.com

OBITUARY FORM

Please print or type this form. Attach a separate page if necessary for any additional information.

Please circle one: Mr., Mrs., Miss, Ms.

Full name of deceased: _____ Age: _____

Current city of residence: _____

Length of residence in Yolo County: _____

Date of birth: _____ Place of birth: _____

Date of death: _____ Place of death: _____

Schooling/military service: _____

Occupation(s)/years worked: _____

Organizations/volunteer work/church membership: _____

SURVIVOR INFORMATION

Please include name and spouse and cities of residence.

Spouse: _____ No. years married _____

Please include name and spouse (if any).

Daughters: _____

Please include name and spouse (if any).

Sons: _____

Stepsons: _____

Stepdaughters: _____

Parents: _____

Sisters: _____

Brothers: _____

No. grandchildren: _____ No. great-grandchildren: _____ No. great-great-grandchildren: _____

Preceded in death by: _____

SERVICE INFORMATION

Type of service(s): Mass, rosary, memorial, funeral, graveside, vigil/visitation, celebration of life.

Visitation/Vigil time/date: _____ Location: _____

Service type: _____ Time/date: _____ Location: _____

Clergy officiating/church: _____

Service type: _____ Time/date: _____ Location: _____

Service type: _____ Time/date: _____ Location: _____

Please circle one: Burial, inurnment, entombment, ashes scattered.

Location: _____

Mortuary/crematory: _____

Memorials/donation information: _____

Submitted by: _____ Relationship: _____ Phone: _____

Clients may request either a “Free Funeral Notice” or a “Paid Obituary.”

Free funeral notices: Published one time only. They are written in news style format and contain all basic information concerning the deceased. They are placed in The Daily Democrat on a space-available basis. No photographs, icons or special wording can be included. A request for a second day publication of a free obituary will be charged the full paid rate. In the event of an error as a result of information provided to The Democrat, republication of the funeral notice will be charged at the full paid rate.

Paid obituaries: Any obituary that includes a photograph or special wording is considered a paid obituary. These can be prepared by family members and placed by family members or their representatives. The cost is \$40 per column inch for text (two columns wide) or approximately 45 words per inch. If a photo or icon is included, there is a processing fee in addition to the cost for the text. There are several photo sizes offered, including color, the cost for which varies. Second day and subsequent printings cost 50% (or one-half) of the total first day amount. Payment must be made in advance of publication, or be billed to the funeral home.

Online publication: Paid obituaries appear on The Daily Democrat’s Web site, www.dailydemocrat.com. Paid obituaries receive a guest book courtesy of www.Legacy.com.

Proof of death: For both paid obituaries and free funeral notices, proof of death is needed when the information is not submitted by a funeral home. Proof of death can be a statement from the funeral home on its letter-head stating they are handling arrangements, a bill from the home or publication in another newspaper.

Deadline: Noon Monday through Friday (holidays excepted), for free funeral notices and paid obituaries, provided all information is clear and readable and proof of death is provided. No paid obituaries are accepted on the weekend for publication on the weekend. Free or paid obituaries submitted on a weekend or holiday may not be processed until the next business day.

Errors/Omissions – free funeral notices: Major errors or omissions in nonpaid funeral notices will result in re-running a free funeral notice if the error is the fault of The Daily Democrat. There is a fee for reprinting a non-paid funeral notice when the error is not the fault of The Daily Democrat. The fee amount will depend on the degree of error and be left to the editor to assess. For paid obituaries: If the error is the fault of The Daily Democrat, there will be no charge. If the error is the responsibility of the family or its representative, the fee for republication will be 50 percent (one-half) of the original amount paid.

Contact Information: For information, call (530) 406-6230. Forms are available at The Daily Democrat’s office and on the Web site at www.dailydemocrat.com under “Forms.” To submit obituaries, fax to (530) 406-6262, deliver to 711 Main St., Woodland, or e-mail to news@dailydemocrat.com. All obituaries must contain the name and phone number of the individual making the submission and mortuary name and phone number.