

# The Daily Democrat

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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 photos, 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.

**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](http://www.dailydemocrat.com). Paid obituaries receive a guest book courtesy of [www.Legacy.com](http://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 rerunning 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](http://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](mailto:news@dailydemocrat.com). All obituaries must contain the name and phone number of the individual making the submission and mortuary name and phone number.