



*"Celebrating Life,  
ONE FAMILY AT A TIME"*

**SERVICE REQUEST**

PAGE 1 OF 2

**REQUEST FUNERAL SERVICE(S) EXECUTION**  
The undersigned hereby requests and authorizes

**WITTER & SONS COMPANY LIMITED**

To execute the FUNERAL/MEMORIAL SERVICE(S) OF:

First Name                      Middle                      Surname:                      Date of Death  
Case Number                      Date of Birth                      Sex:

**IDENTIFICATION VIEWING**

Day	Date	Time	Location	Dress:	Yes	No
-----	------	------	----------	--------	-----	----

**TYPE OF SERVICE:** *(please check where applicable)*

Case Number									
EMBALM:	Yes	No	Catholic						
			Protestant						
Arranging Director			Hindu						
CASKET:	Open	Closed	Anglican						
Open for FAMILY ONLY			Non-Denominational						
			Other						

Type of Flowers for Primary Wreath

Condolence Book:      Basic      Deluxe      Videography:      Yes      No      Floor Easel:      Yes      No

Escorts:      Yes      No

Pallbearers:      Family      Staff      Funeral Home      Memorial Service Location

**WITTERANDSONSFH@GMAIL.COM**

30 PAISLEY AVENUE  
May Pen, Clarendon, Jamaica  
(876) 986-4146, (876) 986-4419  
Cell / Whatsapp: (876) 774-5584, (876) 815-7230

CHEAPSIDE, ST. ELIZABETH  
Jamaica  
(876) 965-8284, (876) 965-8172  
Cell / Whatsapp: (876) 779-7495, (876) 330-5187



*"Celebrating Life,  
ONE FAMILY AT A TIME"*

**SERVICE REQUEST**

PAGE 2 OF 2

Person(s) making Arrangements

Primary Contact

Relationship(s)

Phone Number(s)

**FINAL VIEWING**

Day	Date	Time	Location
-----	------	------	----------

Date of Funeral	Time	Name of Church
-----------------	------	----------------

Address of Church	Name & Address of Final Place of Rest
-------------------	---------------------------------------

Jewelry:	Approved	TBD
----------	----------	-----

Other Special Instructions

I hereby acknowledge the request being made on behalf of my familyh.

Signature:

Print Name:

Date:

ID:

**WITTERANDSONSFH@GMAIL.COM**

30 PAISLEY AVENUE  
May Pen, Clarendon, Jamaica  
(876) 986-4146, (876) 986-4419  
Cell / Whatsapp: (876) 774-5584, (876) 815-7230

CHEAPSIDE, ST. ELIZABETH  
Jamaica  
(876) 965-8284, (876) 965-8172  
Cell / Whatsapp: (876) 779-7495, (876) 330-5187



*"Celebrating Life,  
ONE FAMILY AT A TIME"*  
**PREP ROOM CHECKLIST**  
PAGE 1 OF 2

**First Name**                      **Middle**                      **Surname:**                      **Date of Death**

**Case Number**                      **Date of Birth**                      **Sex:**

**Primary Contact**                      **Relationship**                      **Phone Number(s)**

**Height**

**Weight**

**FEMALES**

**Embalm:**      **Completed**      **Incomplete**      **N/A**

**Previous Photo for Prep:**      **Yes**      **No**

**Clothes:**      **Received**      **Not Provided**

**Makeup:**      **Yes**      **No**

**Lips:**      **Natural**      **Shade**

**Nails:**      **Polished**      **Natural**

**Color:**

**Comments:**

**MALES**

**Embalm:**      **Completed**      **Incomplete**      **N/A**

**Previous Photo for Prep:**      **Yes**      **No**

**Clothes:**      **Received**      **Not Provided**

**Face:**      **Clean-shaved**      **Lined Beard/Goatee/  
Moustache**

**Hair Trimmed:**      **Yes**      **No**

**Ear Hairs Trimmed:**      **Yes**      **No**

**Nose Hairs Trimmed:**      **Yes**      **No**

**Nails Cut:**      **Yes**      **No**

**Comments:**

**WITTERANDSONSFH@GMAIL.COM**

**30 PAISLEY AVENUE**  
May Pen, Clarendon, Jamaica  
(876) 986-4146, (876) 986-4419  
Cell / Whatsapp: (876) 774-5584, (876) 815-7230

**CHEAPSIDE, ST. ELIZABETH**  
Jamaica  
(876) 965-8284, (876) 965-8172  
Cell / Whatsapp: (876) 779-7495, (876) 330-5187



*"Celebrating Life,  
ONE FAMILY AT A TIME"*

**PREP ROOM CHECKLIST**

PAGE 2 OF 2

Clothing Items

Jewelry:    Yes    No                      Glasses:    Yes    No                      Undergarments:    Yes    No

Description of Jewelry

Placement of specific items

---

**MORTUARY STAFF NOTE:**

Miscellaneous/Comments

I hereby acknowledge completion of the checklist

Signature:

Print Name:

Date:

Company ID #:

**WITTERANDSONSFH@GMAIL.COM**

30 PAISLEY AVENUE  
May Pen, Clarendon, Jamaica  
(876) 986-4146, (876) 986-4419  
Cell / Whatsapp: (876) 774-5584, (876) 815-7230

CHEAPSIDE, ST. ELIZABETH  
Jamaica  
(876) 965-8284, (876) 965-8172  
Cell / Whatsapp: (876) 779-7495, (876) 330-5187