



Vital Stats Worksheet

Information your family, executor, and funeral service provider may be asked for.

1) Person who died

Legal name (as on ID): _____
Preferred name / nickname: _____
Date of birth (YYYY-MM-DD): _____
Place of birth (City/Prov/State/Country): _____
Date of death (YYYY-MM-DD): _____
Place of death (Facility/City/Province): _____
Address at time of death: _____
Length of time in province (if known): _____
Gender (as required on forms): _____
Marital status (as required on forms): _____

2) Identification numbers

Social Insurance Number (SIN): _____
Alberta Personal Health Number (PHN): _____
Driver's licence (province + #): _____
Passport (country + #): _____
Other (Status card, etc.): _____

3) Parents (for registration forms)

Parent 1 full legal name: _____
Parent 1 place of birth: _____
Parent 2 full legal name: _____
Parent 2 place of birth: _____

4) Spouse / partner (current or most recent)

Name: _____
Relationship (spouse/partner): _____
Phone / email: _____
Address: _____

5) Children (if applicable)

List full legal names (and city/province if helpful):

- 1. _____
- 2. _____
- 3. _____
- 4. _____

6) Next of kin / primary contact

Name: _____
Relationship: _____
Phone: _____ Email: _____
Address: _____

7) Executor / Personal Representative

Name: _____
Phone / email: _____
Where is the will located?: _____
Lawyer / firm (if any): _____

8) Military service (if applicable)

Branch / country: _____
Service number: _____
Veteran ID / file # (if known): _____
Unit / rank / dates served (optional): _____

9) Employment / benefits (if relevant)

Employer (or former employer): _____
Union / association (if any): _____
Pension provider(s): _____
Insurance (life/benefits provider): _____

10) Key documents checklist

(check when located)

- Government photo ID
- Alberta health card/PHN
- Will
- Personal Directive
- Enduring Power of Attorney (if applicable)
- Marriage certificate / divorce documents (if applicable)
- Birth certificate (if available)
- Military records (if applicable)

11) Notes / special details (optional)

Examples: preferred language, accessibility needs, cultural/religious considerations, preferred obituary contacts.

Prepared by: _____ Date: _____