The following list is designed to provide assistance with some of the practical and emotional issues you may face after the passing of a loved one.

Should you feel that you may benefit by discussing these and other concerns with our Aftercare Counsellor, please do not hesitate to contact us at (514) 733-7101 or toll-free at 1-800-515-7101. It would be a privilege and honour to serve you and your family.

**Documents to look for & Things to do:**

- Medicare/OHIP card – this may have already been returned to the government by the funeral home or hospital
- Private/Group Medical Insurance
- birth certificates for the deceased and dependents
- marriage certificate (certified copy of civil document for marriages outside of Quebec only)
- burial or death certificate for proof of death
- Will Search – Notary or Aftercare worker can provide request form
- Life Insurance Policies (see Note #1)
- cancel credit cards (transfer air miles, check for credit card insurance)
- investments, stocks, bonds, certificates (see Note #2)
- Income Tax Returns (see Note #3)
- real estate/property title deeds
- safety deposit box
- driver’s license, car registration & insurance (see Note #4)
- Social Insurance Card (see Note #5)
- cancel government benefits (see last page for telephone numbers)
- private pensions & supplemental income (see note #6)
- association/club memberships/subscriptions
- recent contracts (cell phone, car lease, CAA, etc.)
- loan/mortgage documents
- you may redirect mail through the Post Office when deceased did not live at your address – you will need proof of death and a copy of the will
- dispose of all medications/syringes etc. at the pharmacy
- cancel leases (where applicable)
- safeguard any valuables
- cancel/transfer billing contact (where applicable) cell phone, utilities, residential insurance, telephones and alarm companies

**Note (1) Life Insurance Policies**
To initiate a search for life insurance policies contact:

Canadian Life & Health Insurance Association
1001 boul de Maisonneuve West, Suite 630
Montréal QC CAN H3A 3C8
(514) 845-6173 or 1-800-361-8070

Note (2) Québec Savings Bonds

Montréal Trust – Stock Transfer Service
1800 McGill College Avenue, 6th floor
Montréal QC CAN H3A 3K9
(514) 982-7555 – collect calls accepted

Canada Savings Bonds

Bank of Canada
1001 rue Levert, Ile des Soeurs
Verdun QC CAN H3E 1V4
(514) 762-2211 – collect calls accepted

Israel Savings Bonds

2 Pl. Alexis Nihon, Suite 1040
Montréal QC CAN H3Z 3C1

Telephone : (514) 482-0427
Fax : (514) 482-9600

Note (3) Income Tax Returns

Federal & Provincial tax returns must be filed for the year of death of the taxpayer. Contact the Minister of Revenue of Québec & the Canada Customs & Revenue Agency for specific instructions.

Note (4) Driver’s License & Registration

If applicable the Société de l’assurance automobile Québec will issue a refund by mail or at an SAAQ counter. You will require the following documentation:

. deceased person’s driver’s license or their name, address, date of birth and Social Insurance Number (SIN)
. proof of death

Société de l’assurance automobile Québec
CP 19600
Québec QC CAN G1K 8J6
(514) 873-7620 or 1-800-361-7620
Note (5)  Social Insurance Card

Return with proof of death to:

Social Insurance Registration
P.O. Box 7000
Bathurst NB CAN E2A 4T1

Note (6)  Additional Benefits & Supplemental Income

There may be other benefits to which you are entitled:

. Foreign Pensions (under Québec or Federal Jurisdiction)
. Private Pension Plans
. Canada Pension Plan - if the deceased worked in a province other than Québec
. War Veterans’ Allowance
. Union benefits
. Workmens’ Compensation benefits from another province
. Benefits from the commission administrative des régimes de retraites et d’assurance
. compensation from the SAAQ (if the death was a result of a traffic accident)

Passport:

The valid passport should be returned by mail to Passport Canada for cancellation. Include a copy of the death certificate and a letter indicating if the cancelled passport should be destroyed or returned to you.

By mail
Passport Canada
Foreign Affairs and International Trade Canada
Gatineau (Québec) K1A 0G3

By courier
Passport Canada
70 Crémazie Street
Gatineau (Québec) J8Y 3P2
Important Contact Information

. Ministère de revenu du Québec ........................ (514) 873-6120
   (866) 570-2500
   www.revenu.gouv.qc.ca

. Canada Customs & Revenue Agency .................. (800) 959-8281
   G.S.T.  www.cra-arc.gc.ca

. Director of Civil Status (Montréal) ................... (514) 864-3900
   (800) 567-3900
   www.etatcivil.gouv.qc.ca

. Régie des rentes du Québec (RRQ) ...................... (514) 873-2433
   www.rrq.gouv.qc.ca

. Federal Old Age Security (OAS) ....................... (800) 277-9914
   www.servicecanada.gc.ca

. Last Post Fund (Veterans) ............................. (514) 866-2888

. Québec Rental Board .................................... (514) 873-2245

. Chambre des notaires .................................. (514) 879-1793
   www.cnq.org

. Québec Bar Association ................................. (514) 954-3400

. CLSC Information Line (C.S.S.S.) ...................... 811

. Jewish Family Services (Agence Ometz) .............. (514) 342-0000

. Cummings Centre ......................................... (514) 342-1234

. German Consulate (Reparation Pension) ............... (613) 780-1524

. Kaddish for one year:

   Yeshiva Gedola .......................................... (514) 735-6611
   Rabbinical College of Canada .......................... (514) 735-2201

. Montréal Gazette (Classified) ........................... (514) 987-2311

. U.S. Social Security ..................................... (802) 951-6753