

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

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, 6<sup>th</sup> 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 regimes 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](http://www.revenu.gouv.qc.ca)
- . Canada Customs & Revenue Agency ..... (800) 959-8281  
G.S.T. ..... [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)
- . Director of Civil Status (Montréal) ..... (514) 864-3900  
(800) 567-3900  
[www.etatcivil.gouv.qc.ca](http://www.etatcivil.gouv.qc.ca)
- . Régie des rentes du Québec (RRQ) ..... (514) 873-2433  
[www.rrq.gouv.qc.ca](http://www.rrq.gouv.qc.ca)
- . Federal Old Age Security (OAS) ..... (800) 277-9914  
[www.servicecanada.gc.ca](http://www.servicecanada.gc.ca)
- . Last Post Fund (Veterans) ..... (514) 866-2888
- . Québec Rental Board ..... (514) 873-2245
- . Chambre des notaries ..... (514) 879-1793  
[www.cdnq.org](http://www.cdnq.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