



**Obituary Template**

**INSTRUCTIONS:** Replace the fields in RED below with the appropriate

information. Follow this template to write a properly structured obituary.

For more templates and sample obituaries,

[Full name], [age], passed away on [day, month, year] at [his/her home, name of hospital, other location in city, state]. [He/she] was born on [month, day, year] in [city, state] to [father first name] and [mother first name] ([mother maiden name]) [parent’s last name].

[First name] grew up in [city, state]. [He/she] graduated from [name of high school] in [city, state] in [grad year]. After high school he/she *(include all that apply)*:

* attended [college/university/trade school] at [name of school] in [city, state] where [he/she] received a [degree/diploma/certificate] in [achievement].
* joined the [branch of military] in [year] and server for [#] years. [He/she] served in [war, etc.] and was the recipient of [medals, awards, etc.]. [He/she] was [discharged, retired, etc.] in [year], achieving the rank of [rank].
* began work for [company name] as a [occupation] where [he/she] worked for [#] years. *(Include as many jobs as you like)* [He/she] retired in [year] after [#] years.

[First name] married [spouse’s name] in [year] in [city, state]. They were happily married for [#] years. [First name] was a member of [fraternity/sorority, church, charity, etc.]. [He/she] enjoyed [list hobbies and interests]. [He/she] also received [awards and accomplishments].

[First name] was preceded in death by [his/her] [names of parents, siblings, children, etc.].

[First name] is survived by [his/her] spouse [first name] of [city, state]; [his/her] [sons/daughters] [first name of child, child’s spouse name in parenthesis, last name] of [child’s city, state]; [his/her] [brothers/sisters] [first name of sibling, sibling’s spouse name in parenthesis, last name] of [sibling’s city, state]; [his/her] grandchildren [grandchild’s name]; [his/her] great-grandchildren [great-grandchild’s name]; and [his/her] nieces and nephews and other relatives.

A memorial service will be held at [funeral home name] [address] at [time, date].

A visitation will be held at [chapel or funeral home name] [address] at [time, date].

The family will be greeting friends and relatives at [time, date].

Burial will follow at [name of cemetery].