



Stadt Zürich
Bevölkerungsamt

The City of Zurich
Residents Office
Graves Administration Office
Graves Administration Office No. 128
Stadthaus (City Hall)
Stadthausquai 17
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Leaflet No. 9

Agreements on Funeral Arrangement Wishes for Residents of the City of Zurich

Deposit Residents of the City of Zurich may deposit an agreement on **personal funeral arrangement wishes** with/at the Funeral and Cemeteries Office.

Funeral arrangement wishes may also be kept with your personal documents (acknowledgement of receipt of documents, family record book, etc.) or entrusted to a person of confidence. For single persons, entrustment to the Funeral and Cemeteries Office, the Administration of the senior citizens and nursing home, the hospital or a caregiver is recommended,

Any funeral arrangement wishes should **not** be recorded **in the Last Will**. This is only disclosed after the funeral.

If the Agreement is not deposited with the Funeral and Cemeteries Office, the observance of the wishes can only be respected if they are available to the person making the arrangements upon reporting of the death.

Content of Agreement In the Agreement on your personal funeral arrangement wishes, only the following should be included:

- Personal information and address including date of birth, place of origin, marital status, confession
- Type of funeral: **interment or cremation.**
- Is a burial plot in row or a rented burial plot or a rented niche, burial in a communal grave or urn burial in the forest desired? Should the urn be entrusted to the relatives?
- Should there be a free-of-charge official death notice?

- Are there any special requests regarding the funeral / funeral service?
- Should the costs for grave care / plants be paid in advance, i.e., an **advance provision payment** be made?
- Should the temporary wooden cross, the inscription on the niche plate or the headstone be paid in advance?
- Who are the contact / reference persons?
- Additional remarks.
- **Place and date and personal handwritten signature.**

Provision	The costs for grave maintenance, plants, temporary wooden cross or inscription on the niche plate may be paid in advance at the Funeral and Cemeteries Office. The deposit will carry interest at a savings book interest rate of the Zürcher Kantonalbank.
Institute of Anatomy	For persons wishing to donate their body to the Institute of Anatomy of Zurich after their death, information and documents can be obtained at this telephone number: +44 (0)44 635 53 11.
Form / Type of Agreement	<p>The Agreement on personal Funeral Arrangement Wishes may be handwritten or typed and must include place, date and the personal handwritten signature.</p> <p>At the Funeral and Cemeteries Office, a form can be obtained free of charge or downloaded at www.stadt-zuerich.ch/bestattungsamt.</p>
Relocating from Zurich	<p>If you move away from Zurich, it is no longer possible to deposit the funeral arrangement wishes / provisions with the Funeral and Cemeteries Office of the City of Zurich</p> <p>Should it be possible to deposit such an Agreement at the new place of residence, this must be newly submitted there.</p>
Counseling	<p>The Funeral and Cemeteries Office will be happy to help you with the completion of the Agreement and the calculation of the provision amount and is available for answering any questions you may have:</p> <ul style="list-style-type: none"> – Stadthaus (City Hall), Stadthausquai 17, Office No. 128 (Monday – Friday 8:00 – 16:30 CET) – Telephone; 044 412 31 81 – graeberadministration@zuerich.ch – www.stadt.zuerich.ch/bestattungsamt