

The list of steps to take when someone dies can seem daunting but only some things need to be done quickly others will wait:

- Register the death - you will need to contact the local council and make an appointment. They will tell you what you need to bring. There is a small fee for each death certificate. You normally need to take a medical certificate signed by a doctor and the national insurance number
- [Tell us once](#) - This government-run service allows you to report the death of a loved one to most departments in one go, so you don't have to contact each separately
- Plan the funeral - get a recommendation for a friendly and local undertaker. Notify relatives and friends of the arrangements
- Locate the will - read it and understand it. You should see a solicitor to make sure the will is valid and effective to make sure you understand its contents
- Secure the house and any valuables
- Check house insurance - make sure any property is still insured
- Blue badge - arrange for this to be returned (if in possession)
- Notify banks and life insurance companies - you will need to show them the death certificate
- Notify utility providers such as gas, electric, water and telephone
- Tell the [Department for Work and Pensions \(DWP\)](#) and consider whether you qualify for any help
- Notify private pension payers- if someone received a private pension you should tell the payer as soon as possible
- Tell [HMRC](#)- finalise any income tax up the date of death
- If probate is needed see a solicitor - put together a list of all debts and assets and key information to make it easier for the solicitor to start work quickly.

Other less urgent steps include notifying the Passport Office, DVLA and the Office of the Public Guardian if a power of attorney was in place.