

## Obituary Submission Guidelines & Suggestions

### EXAMPLE:

Robinson – Jane (nee Matthews) died peacefully after a courageous battle with Cancer, on December 3, 2006 in Brenham, Texas. She was born on March 28, 1921 in Bryan, Texas.

Predeceased by her husband, William in 2001; Jane is survived by her children, Patricia (Frank) Thompson, Matthew (Sally), and Peter; her grandchildren, Robin Thompson, James and Jessica Robinson; and her cat, Maddy. She will be missed by many other relatives and friends.

When Bill returned from the war, Jane and Bill were married in [City, State / Prov.] and decided to raise their family. After the children were in school, Jane returned to nursing at the Royal Jubilee

Hospital. In retirement, Jane and Bill were active in their church as well as avid lawn bowlers. Her greatest pleasure was received when spending time with her family.

A celebration of Jane's life will be held at Callaway-Jones Chapel, 3001 S College Ave, on Friday, December 8, 2006 at 2:00 pm, with Rev. George Thomas officiating.

In lieu of flowers, donations may be made to Hospice Brazos Valley at 502 W 26<sup>th</sup> St, Bryan, TX 77805.

Condolences for the family may be offered at [www.CremationBrazosValley.com](http://www.CremationBrazosValley.com)

### Announcement:

The formal notification of the death that states the full name; the desired phrase: died, passed way, etc.; and the date and place (city / town). The cause of death is not usually stated but may be if so desired. The date and place of birth are usually listed next.

### Survivor Information:

Listing the spouse, children, grandchildren, great grandchildren, nieces, nephews, in-laws, other close relatives, close friends and even pets. Predeceased relatives are usually noted before the survivors.

### Biographical Information:

This will tell a little about the person's life, their, education, work, honors, hobbies, etc.

### Scheduled Ceremonies:

This will give the time and location of any viewings, memorial services, scatterings or inurnments; or any other gathering you may choose.

### Contributions or Flowers:

Some families request that contributions be made to a meaningful organization instead of sending flowers.

### Condolences:

Add this phrase at the end of the notice to let readers know that they can submit confidential messages for the family. Through this service, we receive many messages - even from around the world.

There is no fee for our client families to have their obituary notice posted on our website.

### Funeral Home Website:

[www.CremationBrazosValley.com](http://www.CremationBrazosValley.com)

Obits on our website allow family and friends to be notified as soon as possible and not have to wait for it to appear in the newspaper.

There is no fee for a photo to be placed on our website either. Some families choose to have a longer notice on our website with a shorter one in the newspaper to reduce costs. Use the current obits on our site as additional resources for structure & choice of words.

### The Eagle Newspaper Costs:

Notice Only: Free

Obituary: \$4.75 per line (1 column inch)

Photo: \$20

2<sup>nd</sup> Day: 50% Discount

### Navasota Examiner

Obituary: \$20

### Brenham Banner Press

Obituary: .32 cents per word

Photo: \$8

These rates have been supplied to us by the The Eagle, the Navasota Examiner, and the Brenham Banner Press. These prices are subject to change without notice.

### Emailing the Obituary:

Once you have completed the obituary notice, please email it to us at [info@cremationbrazosvalley.com](mailto:info@cremationbrazosvalley.com) so that we can add it to our website and we will forward it to the newspaper of your choice.

**Remember:** Please feel free to ask us to help you compose a meaningful and personalized obituary. Or, we can also review or proofread your draft before you submit it to the newspaper. There are no charges for these services. Obituary notices are very personal and special records. This guide is only a suggestion on how to compose an obituary notice. There is no legal requirement as to the format or even the submission of an obituary notice. We feel that giving families the opportunity to create their own notice can be beneficial in the grieving process. We wish to let families know that we can assist in composing the notice – in whole or in part – we are always willing to help. Please call us at (979) 822-3717.

**Callaway-Jones Funeral Home And Crematory - (979) 822-3717 - 24 Hours**