

## ESTATE ADMINISTRATION

The Estate Administrator will have to do the following for you:

- Meet with those involved
- Establish the assets
- Get probate
- Deal with assets
- Pay taxes and bills
- Distribute the estate
- Account for everything



All probates are now issued in Wellington and can cause delay.

You can pay the funeral account yourself and claim back the funeral costs once the estate has been finalised to avoid paying the Account Finance Charge.

We accept Credit Card payments for your convenience (surcharge applies)

## WILLS AND POWER OF ATTORNEY

An enduring power of attorney operates while you are alive.

It is there in case you become incapacitated and cannot manage your own affairs for some reason.

The Will sets out your wishes if you die. It lets you provide for your family and decide how your affairs should be managed after your death.

## METHODS OF PAYMENT

Online Banking, EFTPOS, Credit Card, or Cash

**Online Banking:** 01-1839-0222404-004 - Please use name of deceased as reference

**Credit Cards:** Mastercard or VISA accepted (1.65% surcharge applies)

**EFTPOS:** Daily limits will apply

**Office Hours:** 8:30am. to 5:00pm. Monday to Friday

## MORE INFORMATION

We can provide advice regarding financial support from various agencies including WINZ, and ACC. It is also possible for us to close bank accounts if appropriate.

If you go to our website you will find useful links to these organisations.



[www.hopeandsons.co.nz](http://www.hopeandsons.co.nz)

The cost of funerals is always a consideration, and if you would like further information your funeral director is happy to discuss these with you.

# PAYMENT POLICY EXPLAINED

*payment for our services*



HOPE & SONS  
FUNERAL DIRECTORS  
Established 1887

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 hopes

# HOPE AND SONS PAYMENT POLICY

## THE FUNERAL ACCOUNT

Every funeral invoice from Hope and Sons is individualised. It will generally include professional service fees, mortuary services, vehicle transfers, and a casket.

Other items may be included and will be itemised such as crematorium and cemetery fees, ashes and memorial fees, doctors fees, newspaper notices, flowers, printing, catering, a death certificate, gratuities and donations, multimedia and audiovisual, and monumental options.

## AN ESTIMATE

With every funeral we will give you an estimate of the costs of the funeral that you have arranged with your funeral director.

A deposit is required upon receipt of the detailed written estimate.

## THE PAYMENT DUE DATE

On the Wednesday after the funeral we send the itemised funeral account to the email or postal address that you have indicated as appropriate.

The Due Date for payment, which will be indicated on the invoice, will be three (3) weeks from the day the funeral account is sent. We will send you a reminder statement seven (7) days prior to the Due Date.

An account finance charge will be added when payment is not made by the Due Date.

## OVERDUE ACCOUNTS

Failure to make payments by the Due Date may result in additional recovery costs and recovery steps being taken. Interest may be added to a funeral account that remains unpaid.

# TIMELINE FOR PAYMENT

## DEPOSIT

A deposit is required upon receipt of written estimate.



## DATE OF THE FUNERAL



## WEDNESDAY AFTER THE FUNERAL

The account is sent to the family and their solicitor if directed.



## THREE WEEKS AFTER ACCOUNT IS SENT TO YOU

The account is due for payment.

