



FUNERAL SERVICE FORM



Please fill in BLOCK CAPITALS and sign this form, failure to do so will result in delay with arranging your funeral.

Details of the Deceased

Record No: _____

First Name/s _____ Surname _____

Address _____

Post Code _____

Date of Birth _____ Date of Death _____ Time of Death _____

Place of Death _____

Cause of Death _____

Body currently lies at _____

Gender (please delete as appropriate) Male / Female

Details of person responsible for burial - Relationship to deceased _____

First Name/s _____ Surname _____

Address _____

Post Code _____

Contact Number _____ Email Address _____

Proposed Burial Date and Time _____ Location _____

Declaration

- I am the next of kin of the deceased and / or have authority from the deceased's family to arrange the funeral. I will be responsible for all funeral expenses on behalf of the deceased and accept the full terms and conditions of payment which have been explained to me. I solemnly confirm the deceased died as a Muslim and believed in the:
- Oneness of Allah ﷻ
- Absolute finality of the prophethood of Muhammad ﷺ
- Four rightly guided Khulafa Rashidun: Abu Bakr, Umar, Uthman and Ali ○
- I Unreservedly accept the authority of the Quran and Sunnah

I confirm that the information contained herein and/or statements made are true to the best of my knowledge. I authorise the Charity namely "Minhaj Ul Quran International" to hold personal data supplied on this form and any other information/legal documents shared by me or a third party such as, but not limited, to a coroner, doctor, hospital or mortuary for the purpose of their records and in order to direct the funeral in accordance with the provisions of the Data Protection Act 2018. I understand that Minhaj Ul Quran will not take any responsibility for any delays or costs incurred to this burial including but not limited to any missed flight or cargo.

Full Name _____ Signature _____ Date _____

Please take clear scans/photos of the following documents and attach with this form in hardcopy or emailed to mfs@minhajuk.org. Copies of documents we require along with this form, copies can be made free of cost at our office for this purpose if you have no access to a printer or scanner.

Documents Required for UK Burials:

- Mortuary Release Form – Bereavement officer at Hospital will email this to us once instructed by family for us to be able to collect the body.
- Burial Form (Previously known as the green form) or Coroners Order for Burial Form 101. The family will need to call the local registry office for the **Borough where the person died** and ask to register a death. They will either invite you in or book a telephone appointment. Can only be done by NOK. At the end of the call they will issue a Burial Form to our email address mfs@minhajuk.org and you can then purchase any copies you require of the death certificate which will be posted to you at a later date. If the body has gone to the Coroners office then they will issue a Coroners Order for Burial Form again to our email address.
- Death Certificate once received (can be after burial) must be emailed or a copy handed in to our office
- Minhaj Ul Quran Funeral Services Form – signed and completed in full
- Health and Safety form of Ghushl Volunteers – Will be provided on arrival after ghushl briefing.

Documents Required for Burials Abroad, **to be provided by Next of Kin:**

- Mortuary Release Form – Bereavement officer at Hospital will email this to us once instructed by NOK for us to be able to collect the body.
- **Do not ask for a Burial Form** (Previously known as the green form) or Coroners Order for Burial Form 101 as this will need to be cancelled and will cause unnecessary delays.
- Death Certificate Original – Border Officers will retain, it will not be returned (Keep a copy for yourself)
- Passport British Original – Border Officers will retain, it will not be returned (Keep a copy for yourself)
- NADRA Card Original – Border Officers will retain, it will not be returned (Keep a copy for yourself)
- Request a Free From Infection Certificate from the Hospital or GP
- Full name and address and telephone number of Consignee who will receive the remains of the deceased in destination country
- No Objection Certificate (NOC) from High Commission or Embassy – They will require all of the above documents to issue a NOC. Whilst waiting for NOC send us all other documents.
- Minhaj Ul Quran Funeral Services Form – signed and completed in full
- Health and Safety form of Ghushl Volunteers – Will be provided on arrival after ghushl briefing.

Documents we will apply for obtain and provide once we receive the above:

- Notice of Intention to Remove a Body out of England Form 104
- Out of England Certificate Form 103 – Received from Coroner
- Embalming Certificate (Required by all airlines except PIA)
- Coffin Packaging Statement

As-salāmu ‘alaykum wa-rahmatu -llāhi wa-barakātuhū (؛السَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللَّهِ وَبَرَكَاتُهُ)

"Peace be upon you, as well as the mercy of God and his blessings."

Dear Brother/Sister,

On behalf of Minhaj Funeral Services we are deeply saddened to hear of the death of your loved one. May Allah ﷻ grant them a high status in Jannah and give you and your family the strength and patience to deal with this loss.

Important Information

Please note that we will not cover the expenses for any burial plot. The Next of Kin is requested to contact the cemetery directly where they wish to bury their loved one. Or if requested we can on their behalf reserve a space however they must pay directly to the cemetery.

UK based burials will not incur any charges other the burial plot. If the family wish to bury their loved ones in a coffin box, this will incur a charge. Please note a high number of burial sites in the UK bury the deceased in shroud (Kafn) only.

We will provide collection of the deceased, their ghusl, kafn, an Imam for Janazah Prayer and transport to the cemetery all for free of cost.

Burials abroad can be quite expensive and are discouraged by our scholars. The cost varies depending on the destination country. The charges are mainly due to the cargo fees, coffin requirements and certification. We will still do everything we can without cost and give you a receipt or refer you directly to the shipping agent to pay their fees to them. We are not a shipping agent and we use a third party to send burials abroad unless with PIA where we deal directly.

Although Minhaj Funeral Services does not charge for funerals, we do encourage donations so that this essential service can continue to be provided. No matter what your donation is to this generous cause, Allah ﷻ the Most Generous, will multiply it for you, and you will see its rewards in this life and the next, insha'Allah, you will never regret it, because it is a truly wise and beneficial investment, Alhumdulilah.

Whilst we aim to meet and exceed your expectations we can also make mistakes and we request that you forgive us for any short comings and please remember us in your Dua's.

Our bank details are:

Minhaj Ul Quran International London - (Minhaj Funeral Services)

Barclays Bank PLC – Sort Code : 20-67-88 – Account No: 70104485

Please put the name of the deceased as the payment reference so that we can correctly issue a receipt to you.

Jazāk Allāhu Khayran (جَزَاكَ اللَّهُ خَيْرًا), "May God reward you [with] goodness."

Haji Muzaffar Ali ☎ 07776 783100 – Managing Director – Minhaj Funeral Services

Usman Ishfaq – General Secretary – Minhaj Funeral Services