

## POST CARE INFORMATION

### CLERK OF COURT

Location: 357 Ferrell Lane  
Halifax, NC 27839

Phone: (252) 593-3000

Hours: 8:30 am to 5:00 pm

Contact: Becky Spragins

**The office requests that a family call ahead of time to make an appointment.**

**You will need:**

1. Will
2. Bank information for deceased's accounts
3. Death certificate

### For setting up an estate:

1. Go to each bank where the decedent had accounts and give them the tax waiver, if required along with a copy of the letter showing that you have qualified to administer the estate. Once these forms have been presented to the bank, the bank accounts will be released to you.
2. Go to the Roanoke Rapids Daily Herald office and show them a copy of the letter of appointment. They will run the legal notice required by law for you.
3. Request that the bank give you an Estate checkbook. Deposit enough funds in the Estate account to pay all debts. Be sure that you pay all debts by check since the cancelled checks will be needed later in order to file accounts.
4. After 90 days, you will be required to file a 90 Day Inventory in the Clerk's office. Forms are available in the Clerk's office for filing this inventory.
5. After you are sure that all debts have been paid, you should file an Inheritance Tax return, if required. The Inheritance Tax return is due within 9 months of the date of death but you cannot file a final account until the Inheritance Tax return has been filed and approved.
6. After three months you can file a final account and close the estate if all the debts of the decedent have been paid. Under the law you must keep the estate open for three months. You can take up to two years to file your final account. If you do this, you are required to file an annual in the estate after one year. Forms for filing the account are available in the Clerk's office.
7. If it becomes necessary for you to sell the personal property of the Estate (Car, Farm Equipment, Household Furniture, etc.) you must get prior approval from the Clerk. The Clerk of Court will give the family all the necessary papers and forms for transferring a title for an automobile.

If you have additional questions, concerning any of these instructions, please feel free to contact the Clerk of Court's Office.

## **SOCIAL SECURITY BENEFITS**

Location: 833 Gregory Dr.  
Roanoke Rapids, NC 27870

Phone: 1-866-269-2010

Hours: 9:00 a.m. to 4:00 p.m.

## **A MESSAGE FROM SOCIAL SECURITY**

Your funeral director is helping the Social Security office by giving you this information about Social Security benefits. If the deceased was receiving benefits, you need to contact us to report the death. If you think you may be eligible for survivor's benefits, you should contact us to apply.

## **HOW SOCIAL SECURITY HELPS FAMILIES**

Social security survivors benefits help ease the financial burdens that follow a worker's death. Almost all children under age 18 will get monthly benefits if a working parent dies. Other family members may be eligible for benefits too. Anyone who has worked and paid Social Security (FICA) taxes has been earning Social Security benefits for his or her family. The amount of work needed to pay survivors benefits depends on the worker's age at the time of death. It may be as little as 1-1/2 years for a young worker. No one needs more that 10 years.

## **WHO CAN GET SURVIVORS BENEFITS**

Here is a list of family members who usually can get benefits:

1. Widows and widowers age 60 or older.
2. Widows and widowers at any age if caring for the deceased's child (ren) who are under age 16 or disabled.
3. Divorced wives and husbands age 60 or older, if married to the deceased 10 years or more.
4. Widows, widowers, divorced wives, and divorced husbands age 50 or older, if they are disabled.
5. Children up to age 18.
6. Children age 18-19, if the attend elementary school or high school full time.
7. Children over age 18, if they became disabled before age 22.
8. The deceased worker's parents age 62 or older, if the were being supported by the worker.

## **SOCIAL SECURITY BENEFITS (continued)**

### **A SPECIAL ONE-TIME PAYMENT**

In addition to the monthly benefits for family members, a one-time payment of \$255.00 can be paid to a spouse who was living with the worker at the time of death. If there is none, it can be paid to:

1. A spouse who is eligible for benefits.
2. A child or children eligible for benefits.

This payment cannot be made if there is no eligible spouse or child.

### **HOW TO APPLY FOR BENEFITS**

Application for benefits can be made by telephone or by going to any Social Security office. Some of the documents shown on the list below may be needed. Do not delay the application because you haven't got all the information. If you don't have a document you need, Social Security can help you get it.

1. Your Social Security number and the deceased worker's Social Security number.
2. A death certificate. (Generally, the funeral director provides a statement that can be used for this purpose.)
3. Proof of the deceased worker's earnings for last year. (W-2 forms or self-employment tax return)
4. Your birth certificate.
5. A marriage certificate, if you are applying for benefits as a widow, widower, divorced wife or divorced husband.
6. A divorce decree, if you are applying for benefits as a divorced wife or husband.
7. Children's birth certificates and Social Security numbers, if applying for children's benefits
8. Your checking or savings account information, if you want direct deposit of your benefits.

You will need to submit original documents or copies certified by the issuing office. You can mail or bring them to the office; Social Security will make photocopies and return your documents.

### **SUPPLEMENTAL SECURITY INCOME (SSI)**

If you are 65 or older, disabled, or blind, ask the Social Security representative about Supplemental Security Income (SSI) checks for the people with limited income and resources. If you receive SSI, you may also qualify for Medicaid, food stamps, and other social services.

### **FOR MORE INFORMATION**

For more information, write or visit any Social Security office, or phone the toll-free number 1-866-269-2010. You can speak to a representative from 7 a.m. to 7 p.m. weekdays.

### **A REMINDER**

If the deceased was receiving Social Security benefits, any checks which, arrived after death will need to be returned to the Social Security office. If Social Security checks were directly deposited into a bank account, the banks will need to be notified of the

## **SOCIAL SERVICES**

Location: 4421 US Highway 301  
Halifax, NC 27839

Phone: (252) 536-2511

The family would need to speak with whomever is directing the particular program they were enrolled with through Social Services.

## **VETERANS SERVICES**

Location: Historic County Courthouse  
Halifax NC

Phone: (252) 583-1688

Hours: 8:30 am to 5:00 pm

Contact: Shelly R. Whitton, Veterans Service Officer

To file for Veterans benefits and to select a marker for the grave, you will need:

1. Copy of the discharge papers (DD214)
2. Copy of the death certificate.

## **FEDERAL BENEFITS FOR VETERANS AND DEPENDENTS**

### **Who is Eligible for Burial Plot Allowance?**

A veteran who:

- \* was receiving comp or pension at time of death.
- \* was receiving retired pay in lieu of comp.
- \* had a claim pending and was found entitled to comp or pension prior to date of death.
- \* died while traveling to a VA exam or appointment.
- \* died while hospitalized at any VA.
- \* died while under nursing home contract.
- \* died of a service-connected disability (even of 0%).

### **When are Transportation Expenses Payable?**

When a veteran:

- \* died at a VA or en route to appointment of exam.
- \* died while under VA nursing home contract.
- \* was buried in a national cemetery and died of S/C condition or was in receipt of comp or retired pay in lieu of comp.

### **What Transportation Expenses are Payable?**

- \* Removal from VA to funeral home or airport.
- \* Transportation from funeral home to airport or cemetery.
- \* Air transportation expenses (limited to amount paid for usual fir freight charges).
- \* Transportation from airport to cemetery.
- \* Transportation to national cemetery.
- \* No more than the cost to the closest national cemetery of veteran's last place of residence, regardless of which national cemetery veteran was buried at, it paid.

### **What are the Time Limits for Your Claim?**

- \* No time limit for S/C death claims.
- \* Within two years from date of burial from NSC death burial claims.
- \* No time limit for transportation allowance.

### **What Should You Send with Your Claim?**

- \* VA For 21-530.
- \* Death Certificate.
- \* Certified Copy of DD-214.
- \* Receipted copy of funeral bill if submitted by claimant other than funeral home.
- \* Non-receipted copy of funeral bill if submitted by funeral home.
- \* Itemized bill of transportation expenses if eligible.
- \* Copy of mortuary trust if applicable.
- \* Terminal hospital summary if claiming S/C death.

**FEDERAL BENEFITS FOR VETERANS AND DEPENDENTS (continued)**

DEATH	HOW MUCH MONEY YOU GET
Died in Service	* \$0
Died in S/C Disability	* Up to \$2,000 (no plot allowance payable)
Died in S/C disability at a VA or was under nursing home contract	* Up to \$2,000 * Transportation expenses
Died in S/C disability and buried at a national cemetery	* Up to \$1,700 * Transportation expenses
Died at a VA and not in receipt of benefits	* Up to \$300 for burial * \$300 for plot allowance * Transportation expenses up to \$900
NCS death and in receipt of comp/pension	* Up to \$300 for burial * \$300 for plot allowance * Transportation expenses if applicable

## DEPARTMENT OF MOTOR VEHICLES

Location: 1718 Julian R. Allsbrook Highway - Roanoke Rapids

Phone: (252) 537-6357

Hours: 9:00 am to 5:00 pm Monday - Friday

You will need to bring:

1. Form 317 (from the Clerk of Court office)
2. Title to car
3. Proof of Liability Insurance

## INSURANCE

All insurance policies must be filed with a CLAIM FORM from the insurance company, a CERTIFIED copy of the Death Certificate and the Policy. Personnel at the funeral home will be glad to help you if you will bring in the policy.

## MISCELLANEOUS

Thank You Notes: Combine food and flower notes. A note to anyone who did something for you such as minister, organist, soloist, beautician, barber, pallbearers and even a baby-sitter is most appreciative. Thank-you notes to those attending the visitation or services, or for sympathy cards are not necessary.

Honorariums: Remember your minister, soloist, organist with a monetary gift. They have given of their time and talent to be of service to you and your family. Those who came from a greater distance should be compensated for travel expenses. The amount of the honorarium is usually up to the family, but the following is an example:

Minister (local)	\$75.00 and up
Minister (out of town)	\$100.00 and up
Soloist	\$50.00 and up
Organist	\$50.00 and up

This depends on how far they have to travel to do this for you and what expenses they incurred.

Return Dishes: Return dishes that people brought food in as soon as possible. There may be another death within the community. Tin pie pans or disposable items are not generally returned to the owners.