

# AUTHORIZATION TO CREMATE and ORDER FOR DISPOSITION

Name of Crematorium \_\_\_\_\_

Address \_\_\_\_\_

Within this document, the ACT means *The Funeral and Cremation Services Act*.

## 1 DECEASED

Full Name of Deceased: \_\_\_\_\_ Sex: \_\_\_\_\_ Age: \_\_\_\_\_

Address of Deceased: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Date of Death: \_\_\_\_\_

Name of authorized decision-maker: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code \_\_\_\_\_ Phone: \_\_\_\_\_

## 2 HAZARDOUS MATERIALS

**Mechanical, radioactive devices, implants or treatments may create a hazardous condition. All pacemakers and other potentially hazardous implanted products must be removed and potentially hazardous treatments disclosed prior to delivery of the deceased to the crematorium.**

To the best of your knowledge, did the deceased undergo any of the above? ☐ YES ☐ NO

If yes, list devices, and/or describe radioactive treatments, including date of last treatment and administering hospital or institution.

\_\_\_\_\_

I understand any hazardous products will be removed prior to cremation.

## 3 VISUAL IDENTIFICATION Section 93 of the ACT

The crematorium owner must ensure the deceased received has been visually identified by: (1) the authorized decision-maker, or (2) a person designated by the authorized decision-maker who is capable of making such identification, or (3) a coroner.

(1) ☐ **Declaration:**

I have personally viewed and identified the deceased.

Signature of authorized decision-maker OR designate \_\_\_\_\_

(2) ☐ Name of designate (if required) \_\_\_\_\_ Relationship to deceased \_\_\_\_\_

Signature of authorized decision-maker \_\_\_\_\_

Witnessed:

I certify that the above identification was done in my presence at \_\_\_\_\_.

Name of funeral home/witness \_\_\_\_\_ located in \_\_\_\_\_

Name of witness \_\_\_\_\_ Signature \_\_\_\_\_

(3) ☐ **Identified by a coroner as per Registration of Death.** Name of Coroner \_\_\_\_\_

## 4 ATTENDANCE AT CREMATORIUM

☐ Yes ☐ No Will the family accompany the deceased to the crematorium? Date: \_\_\_\_\_ Time: \_\_\_\_\_

☐ Yes ☐ No Does the family wish to access the crematorium facility or chapel for committal rites or services?

☐ Yes ☐ No Does the family wish to witness placement of casket into the cremation chamber?

☐ Yes ☐ No Does a family member or clergy person wish to initiate the cremation process?

If YES to any of the above, I am aware that the crematorium must be contacted to make the necessary arrangements.

**5(a)****DISPOSITION INSTRUCTIONS**

I/We authorize the crematorium to return the cremated remains of the deceased to the custody of the named funeral home, person or entity. We understand that the services and obligations of the crematorium shall be fulfilled when the cremated remains are returned or delivered.

Name of funeral home, person or entity: \_\_\_\_\_

\_\_\_\_\_ Date Required \_\_\_\_\_ Time Required \_\_\_\_\_

Address (if shipping) \_\_\_\_\_ Postal Code \_\_\_\_\_

Delivery Method: ☐ Hand Delivery ☐ Bus ☐ Postal Service ☐ Other \_\_\_\_\_

**5(b)**

I/We further authorize the funeral home, person or entity to arrange for the disposition or storage of the cremated remains as stated below:

☐ Deliver to Name \_\_\_\_\_ Relationship to deceased \_\_\_\_\_

☐ Release to: Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

By: ☐ Pick-Up ☐ Hand Delivery ☐ Bus ☐ Postal Service

☐ Other \_\_\_\_\_

**Without further written instruction, the cremated remains will only be released to the person identified in 5(b).**

**5(c)**

☐ Deliver for Committal \_\_\_\_\_ cemetery / columbarium.

**5(d)****STORAGE**

If the cremated remains are not to be delivered or picked up within thirty (30) days the anticipated date of release for pick-up or delivery is \_\_\_\_\_, 2\_\_\_\_. I am aware there may be separate charges for storage and that after a period of one year, if we have made no other arrangements to extend the storage agreement, the cremated remains may be permanently disposed of.

**6****AUTHORIZATION AND INDEMNITY**

**THIS DOCUMENT CONTAINS IMPORTANT PROVISIONS CONCERNING CREMATION. CREMATION IS IRREVERSIBLE AND FINAL. BY SIGNING THIS DOCUMENT, YOU ARE VERIFYING YOU HAVE CAREFULLY READ THE ENTIRE DOCUMENT.**

I certify I am the authorized decision-maker, as established by Section 91 of the ACT, that I have charge of the above named deceased, and as such possess full legal authority and power to execute this authorization form and to arrange for the cremation and disposition of the cremated remains. I have read, understand and agree with the terms and conditions of this form.

Signature of authorized decision-maker \_\_\_\_\_ Date \_\_\_\_\_

Additional Authorization \_\_\_\_\_ Signature \_\_\_\_\_  
(Please Print)

Witness Name \_\_\_\_\_ Signature \_\_\_\_\_  
(Please Print)

May require a Notary Seal

7

☐ YES ☐ NO To your knowledge did the deceased have an infectious or contagious disease?

☐ YES ☐ NO Have the human remains of the deceased been embalmed?

☐ YES ☐ NO Has the container/casket been inspected and all potentially hazardous materials been removed from within?

☐ YES ☐ NO Is an urn being provided? By whom \_\_\_\_\_ Type \_\_\_\_\_

The cremation casket is constructed from ☐ Hardwood ☐ Plywood ☐ Particle Board

☐ Cardboard ☐ Other \_\_\_\_\_

Approximate weight of the deceased \_\_\_\_\_

The casket/container contains the human remains of the above-named deceased. I, or a funeral home representative have witnessed the containerization of the identified human remains and the casket/container has been under my/our continuous care from that time until delivery to the crematorium.

I have reviewed this form with the authorized decision-maker, and know of no other person who has any knowledge or information which would lead me to believe any of the answers provided by the authorized decision-maker are incorrect.

Name of funeral home \_\_\_\_\_ Date \_\_\_\_\_

Authorized Representative \_\_\_\_\_ Signature \_\_\_\_\_

8

**FOR CREMATORIUM USE**

Time / Date received: \_\_\_\_\_ Registration / ID # \_\_\_\_\_

Time/date Started \_\_\_\_\_ Time/date completed: \_\_\_\_\_

Other: \_\_\_\_\_

Name of Crematorium Technician: \_\_\_\_\_

## TERMS AND CONDITIONS

### THE CREMATION PROCESS

Cremation is performed to prepare the deceased for memorialization and is carried out by placing the deceased in a casket or container and then placing the casket or container into a cremation chamber, where they are subjected to intense heat and flame. During the cremation process, it may be necessary to open the cremation chamber and reposition the deceased in order to facilitate a complete and thorough cremation. Incineration of the container and its contents is accomplished by raising the temperature substantially (extreme temperature) and all substances are consumed or driven off, except bone fragments and metal.

Due to the nature of the cremation process any personal possessions or valuable materials that are left with the deceased and not removed from the casket or container prior to cremation will be destroyed and become unrecoverable. The crematorium is authorized to dispose of such materials at its sole discretion. The removal of any such possessions must be done prior to the delivery of the deceased to the crematorium.

Following a cooling period, the cremated remains, which will normally weigh several pounds, are then swept from the cremation chamber. The crematorium makes a responsible effort to remove all of the cremated remains, but it is impossible to remove all of them, as some dust and other residue from the process are always left behind. In addition, while every reasonable effort will be made to avoid commingling, inadvertent or incidental commingling of minute particles of cremated remains from the residue of previous cremations is a possibility, and the authorized decision-maker understands and accepts this fact.

After the cremated remains are removed from the cremation chamber all non-combustible materials (insofar as possible) will be separated and removed from the human bone fragments by visible or magnetic selection. The Crematorium is authorized to dispose of these materials.

When the cremated remains are removed from the cremation chamber, unless otherwise specified they will be mechanically processed (pulverized) which includes crushing and grinding into granulated particles of unidentifiable dimensions, prior to placement into the designated container.

### CASKETS AND CONTAINERS

All caskets and alternative containers must meet the following standards:

1. Be composed of materials suitable for cremation.
2. Be sufficient for handling with ease.
3. Be resistant to leakage.
4. Be closed completely to cover the human remains.
5. Provide protection for the health and safety of personnel.

The crematorium is authorized to order the opening of any casket or container for inspection. Many caskets contain exterior parts that are not combustible and that may cause damage to tile cremation equipment. The crematorium at its sole discretion reserves the right to require the removal of these non-combustible materials. This service as well as the disposition of these materials may be subject to a surcharge.

### URNS AND TEMPORARY CONTAINERS

In the event the urn or temporary container selected is insufficient to accommodate all of the cremated remains, the excess will be placed in a separate receptacle, which will be kept with the primary receptacle and handled according to the disposition instructions on this form. The crematorium requires that all urns or containers provided be appropriate for shipping or permanent storage, and be a minimum of 200 cubic inches. Unless a suitable urn is provided for the cremated remains, the crematorium will place the cremated remains in a container furnished by them which is not designed for shipment.

### FINAL DISPOSITION

Cremation is NOT the final disposition nor is placing the cremated remains in storage final disposition. The cremation process simply reduces the deceased body to cremated remains. These cremated remains are usually several pounds and usually in excess of 150 cubic inches. Some provision must be made for the final disposition of these cremated remains. If the cremated remains are placed in temporary storage, the crematorium or funeral home may charge a holding fee and if unclaimed after a period of one year may permanently dispose of the cremated remains in accordance with provincial legislation. If scattering is the ultimate choice, the cremated remains will not be recoverable, and if done in a common area the cremated remains may be commingled with parties of other cremated remains. Public and private property laws govern the scattering of cremated remains and permission must always be sought and received prior to a scattering on land other than one's own.

### CREMATION SCHEDULING

The crematorium is authorized to perform the cremation upon receipt of human remains and according to its own time schedule, as work permits, without obtaining any further authorization or instructions. The crematorium will only place the human remains of one individual in the cremation chamber at a time, unless otherwise authorized pursuant to regulation 29.

### AUTHORIZED DECISION-MAKER

Section 91 of *The Funeral and Cremation Service Act* specifically spells out the ranking order of individuals legally deemed to be the authorized decision-maker(s). The funeral director or crematorium may require signatory parties to prove their position in relation to this section of the Act.