

LETTER OF INSTRUCTION

Basic Information

Name of the deceased: _____

U.S. address of the deceased: _____

Hong Kong address of the deceased (if any): _____

Your full name: _____

Your relationship to the deceased: _____

Your U.S. address: _____

Your telephone number(s): (H) _____ (M) _____

Your email address: _____

Your fax number(s): (H) _____ (W) _____

_____ (please initial) **I agree to an autopsy being performed on my loved one in Hong Kong.**

Please note: You may ask to waive an autopsy, but you should be aware that this will significantly delay the local death procedures. The coroner has the final decision whether an autopsy can be waived.

Please select an option:

_____ I would like my loved one's remains cremated and buried in Hong Kong.

_____ I would like my loved one's remains cremated and sent to the United States.

_____ I would like my loved one's remains embalmed and shipped to the United States.

Hong Kong Funeral Home Details:

I would like to choose the following funeral home in Hong Kong to handle the remains of my loved one.

Name of Funeral Home _____

Contact Person _____

Address _____

Telephone _____

Fax _____

U.S. Funeral Home Details:

If you have decided to have your loved one's remains embalmed and sent to the U.S., you will need to select a funeral home in your vicinity that can receive the casket. Please provide information here:

Name of Funeral Home _____

Contact Person _____

Address _____

Telephone _____

Fax _____

Personal Effects

Would you like to authorize the U.S. Consulate General in Hong Kong and Macau to take possession of your loved one's effects from Hong Kong authorities for return to you in the United States or as instructed otherwise? (Please note: Shipping costs will be paid out of your loved one's estate. If there is not enough to cover the shipping costs, we will need to ask you to cover them.)

_____ Yes

_____ No

Proxy Person

You may select a person in Hong Kong to serve as your appointed representative to handle death formalities on your behalf. This person will have the authority to apply for a Certificate of the Fact of Death or a Hong Kong Death Certificate, handle your loved one's remains, and manage your loved one's effects in Hong Kong.

Please write this person's name and contact information here:

Name: _____

Relationship to the deceased and/or the family: _____

Hong Kong telephone number(s): (H) _____ (M) _____

Email address: _____

Other Requests or Information:

Your Signature _____

Date _____