

HOPE  SONS  
FUNERAL DIRECTORS  
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ESTATE  
MANAGEMENT  
TOOL

*One of the more arduous tasks a family or estate executor must do after a death is to close out the relationships the deceased had with various organisations, such as banks, government departments, insurers and utility companies.*

For Example:

- cancelling a Passport
- claiming any relevant insurances
- closing or re-arranging utilities (phone/power accounts)

Quick action on these matters will help organisations close out the related accounts in a timely and efficient way, but also can help prevent fraud and potentially Identity theft. On average, contacting all organisations individually takes around 52 hours of effort, either by a family member or an appointed legal Executor.

MyTrove notify allows users to notify multiple organisations, from one place, at the click of a button.

Just go to **[www.mytrove.co.nz](http://www.mytrove.co.nz)** and follow the simple 4 step process. The default is that the organisations will contact you if any further information is needed, or you can nominate a person you trust (e.g. another family member or a Lawyer) to be the primary estate contact.

## OTHER HELPFUL SERVICES WHEN CLOSING AN ESTATE:

### 1. Check for unclaimed money at Inland Revenue

Search the unclaimed money database ([ird.govt.nz](http://ird.govt.nz))

### 2. Apply for a Deceased Estate IRD Number

Apply for an IRD number for a New Zealand business or organisation

### 3. Apply for a Funeral Grant

Funeral Grant- Work and Income

### 4. Close a Facebook account

[www.facebook.com/help/contact/228813257197480](http://www.facebook.com/help/contact/228813257197480)

### 5. Close an Instagram account

Report a deceased person's account on Instagram

### 6. Close a Twitter account

[wwwhelp.twitter.com/en/forms/account-access/deactivate-or-close-account/deactivate-account-for-deceased](http://wwwhelp.twitter.com/en/forms/account-access/deactivate-or-close-account/deactivate-account-for-deceased)

### 7. Close a Google account

[www.support.google.com/accounts/troubleshooter/6357590?hl=en#ts=6357652](http://www.support.google.com/accounts/troubleshooter/6357590?hl=en#ts=6357652)