



## Procedure for Ellis County Pauper Cremation/Burial

**Funeral Home** coordinates an appointment for the deceased's next of kin with the County Judge's office.

**Next of Kin Applicant** comes to the County Judge's office with a completed Application for Ellis County Pauper Cremation /Burial and be prepared to present the required documentation.

Required documentation:

- Driver's License or Picture ID for the deceased and for the Next of Kin applicant
- Social Security Card for the deceased and for the Next of Kin applicant
- Birth or Marriage Certificate to establish the relationship and authority to cremate
- Proof of Income: Checkbook or Bank Statement of the deceased and for those in the household (immediate family) of the deceased
- Pay Stubs, SSI or Social Security Statement of the deceased, if applicable
- Pension Fund Statement of current or past employment
- Rest Home Statement of Funds being held for the deceased's account, if applicable
- Veteran service information, (such as DD214) if applicable

**County Judge** reviews the application and will either approve or deny it. Then the application, whether approved or denied, will be returned to the appropriate funeral home. Only then can the funeral home proceed with either a burial or cremation as indicated on the original, signed application.

10.21.09