

LETTER OF INSTRUCTION

To ensure that your wishes are carried out completely, please use this form to send your instructions regarding the disposition of your loved one's remains and personal effects by email or fax AND courier to the American Embassy Ankara, the U.S. Consulate General Istanbul, or the U.S. Consulate Adana.

Your instructions should give your loved one's full name, telephone numbers where you may be reached and, if shipment of remains is desired, the name, address, telephone number, fax number, and email address of the U.S. funeral home you have selected to handle arrangements.

Contact Information:

Name of Deceased: _____
Your name: _____
Your telephone number(s): (H) _____ (W) _____
Your fax number(s): (H) _____ (W) _____
Your email(s): _____

Please select an option:

_____ I would like my loved one's remains buried in Turkey.
_____ I would like my loved one's remains embalmed and shipped to the U.S.

U.S. Funeral Home Details:

Name of Funeral Home: _____
Contact Person: _____
Address: _____
Telephone: _____
Fax: _____
Email: _____

Personal Effects:

What would you like us to do with your loved one's personal effects?

_____ I would like all of my loved one's effects returned to me. I understand that I am obligated to pay for any shipping costs.

_____ I would like only some of my loved one's effects returned to me. I understand that I am obligated to pay for any shipping costs and that the remaining effects will be given to charity or otherwise disposed of by the American Embassy Ankara. Please list on a separate sheet of paper those items which you would like returned.

_____ My instructions are included on a separate sheet of paper.

Other Requests:

Your Signature: _____

Date: _____