

Obituary Submissions to The Garden City Telegram

Basic obituaries will be published free of charge, providing there is an obvious connection to our subscriber area. Obituaries should be emailed to obituaries@gctelegram.com. If including a photo, attach it as a JPEG file. Obituaries must be received by 9 p.m. for publication in the following day's paper.

Name of person submitting the obituary: _____

Your address and phone number: _____

Name of funeral home in charge: _____

Its address and phone number: _____

(The name, address and phone number of the funeral home must be included)

Clients who want to share more than the basic details in an obituary may do so for a nominal price, as outlined below.

The following information constitutes a basic obituary and will be published free of charge:

- Name, age, residence of deceased, date and place of death (would include former residence if the former is the deceased person's connection to our coverage area)
- Date and place of birth and parents' names, including mother's maiden name
- Basic military service (branch of service, such as U.S. Army or U.S. Navy, plus war fought, such as World War II or Vietnam War)
- Primary or most recent occupation
- Date and place of marriage(s) and spouse's name, including wife's maiden name
- Surviving spouse or significant other, immediate family members defined as children, stepchildren, siblings (including step and half siblings), adopted or foster children, parents and grandparents (listed by name and city/state of residence) plus number of grandchildren and great-grandchildren
- Preceded in death would include spouse, siblings, children, parents (all listed by name) and number of grandchildren and great-grandchildren
- Service time, date and place; place of burial; visitation times; rosaries; memorials and name of funeral home
- Half-column photograph

Obituaries also could include the following information for a flat \$10 per category:

- Memberships
- Military honors, years of service and battles fought
- Hobbies and pastimes
- Awards/honors
- Residential history
- Education history
- Occupational history, other than primary or most recent listed in free obituary
- Additional survivors not included in the free obituary
- Preceded in death not included in free obituary
- Officiant at service, use of color guards, military rites, etc.

Other terms of our obituary policy:

— Paid obituaries will be billed to the funeral homes. For those funeral homes outside of our area that don't have accounts with The Telegram, they will be expected to pay in advance of publication with a credit card. All funeral homes are welcome to set up accounts for future transactions.

— Families submitting obituaries can pay by cash or credit card (Visa or MasterCard), prior to publication. The name, address and phone number of the funeral home or crematory handling the arrangements must be provided for verification purposes.

— Custom obituaries, those in which the families request that obituaries are published word-for-word without any style changes or editing, would continue to cost \$11.10 per column inch. They may be sent via email to obituaries@gctelegram.com to ensure they are precisely as the client requests.

— The Telegram will re-print obituaries if there is a mistake or omission. If the mistake/omission is the newspaper's fault, the re-print is free. If the mistake/omission is the fault of the funeral home or family, the cost is \$5.55 per column inch, which is half-price of a custom obituary.

If you have any questions, please contact Debbie at (620) 275-8500 or email obituaries@gctelegram.com