FAMILY MEMBER CONTACT NAME,

Thank you so much for contacting Carson’s Village. I am very sorry for the loss of your RELATIONSHIP TO LOVED ONE. I am honored to be able to support you and your family during this very difficult time.

After our conversation this MORNING/AFTERNOON/EVENING, we determined that creating a personal family page would help you to better communicate details out to your family and friends.

In order for me to set that up, please provide me a single picture or a few pictures for a collage of RELATIONSHIP TO LOVED ONE for the family page.  In addition, tell me something about LOVED ONE’S NAME in order for me to create a short biography to accompany the picture(s).

* What were his/her hobbies?
* What are 2-3 words that best describe him/her?
* What will he/she most be remembered for?
* What were some of the highlights of his/her life?
* What were some of his/her personality traits?
* What made him/her laugh?
* Anything else you would like to share about your loved one?

You also shared that setting up a donation button on your family page to assist you with raising funds from your own friends and family would be beneficial. I am happy to do this for you. I just need the following information.

* What would you like the focus of your donations to be?
	+ Examples could include could include funeral costs, medical bills, children’s college funds, local charity, cancer research, etc.
* What target amount would you like to set?
	+ Typical amounts range from $3,000 to $10,000 but you can set your target.
	+ Your donation status is updated daily. Due to Carson’s Village nonprofit status, the family will receive the total amount raised minus 2.2% (plus $0.30 per transaction) for the PayPal processing fee.
	+ A final check will be cut to the family once the webpage is closed out.

I know that we discussed the benefits of organizing your many family and friends who want to offer their help to you during this very difficult time and perhaps beyond. I am also able to create a direct link to a Sign Up Genius account on your family page. By choosing the services you need, using the resource guide below, this will provide an easy way for your family and friends to meet the needs you have chosen. Again, these donations will be coming from your own friends and family, so be sure to prioritize your requests to better ensure they are covered.

Resource: <http://carsonsvillage.org/library/sign-up-genius>

You can also find many other useful documents at <https://carsonsvillage.org/library-index-by-topic/> .

There is also a timeline (<https://carsonsvillage.org/potential-timeline-of-events/>) that might be useful to your family as you navigate this week.

Please feel free to call me or text me if you have any questions.

Again, I am sorry for your loss.

ADVOCATE NAME

ADVOCATE CONTACT NUMBER