



REVISED 11.15.21

Bereavement Notice

Please complete this form if you would like to have the obituary posted on the HEB ISD district website <https://www.hebisd.edu/Page/1431>.

Employee Information

Employee Name: _____

Employee Number: _____

Campus/Department: _____

Deceased Information

Name of Deceased: _____

Relationship to Employee: _____

Date of Death: _____

Funeral Information

Please complete the information below or attach a copy of the obituary or link to the online obituary notice.

Date & Time of Funeral: _____

Location of Funeral: Funeral Home Church Other

Name of Funeral Home/Church: _____

Address of Funeral: _____

Interment Location: _____

Visitation with Family Members (Date, Time & Location): _____

Additional Information: _____

If applicable, In lieu of flowers: _____

Please fax or send the completed form electronically to:
Karen Rose @ 817-864-0617 / karenrose@hebisd.edu

We are so sorry for your loss!