

GUIDELINES

1. The deadline for submitting obituaries and death notices is 3:45 p.m. the day prior to publication. The funeral home will receive a proof and, if applicable, a price quote. Deadline for reply is 4 p.m. the day before publication. The obituary will be published only after a response is received. The Sun Journal will accept responsibility for errors only if proof corrections are not made.

2. Please double-check the spelling of names, town, etc. prior to submission.

3. The Sun Journal reserves the right to edit content if it is deemed inappropriate or factually incorrect. Only standard abbreviations and spellings are acceptable.

4. The Sun Journal guarantees next-day publication of paid obituaries and free death notices. It will publish free obituaries in a timely manner based on space constraints.

5. These policies are subject to change at any time.

OBITUARY HOURS

Monday-Friday 9 a.m. - 4 p.m.

Saturday-Sunday 1 p.m. - 4 p.m.

Copy submission is preferred via email as attachment in Microsoft Word or plain text format, or pasted into the body of the email. Photos should be sent in high-resolution jpg format. Obituaries and photos that are faxed, mailed or hand-delivered will be charged a \$20 handling fee.

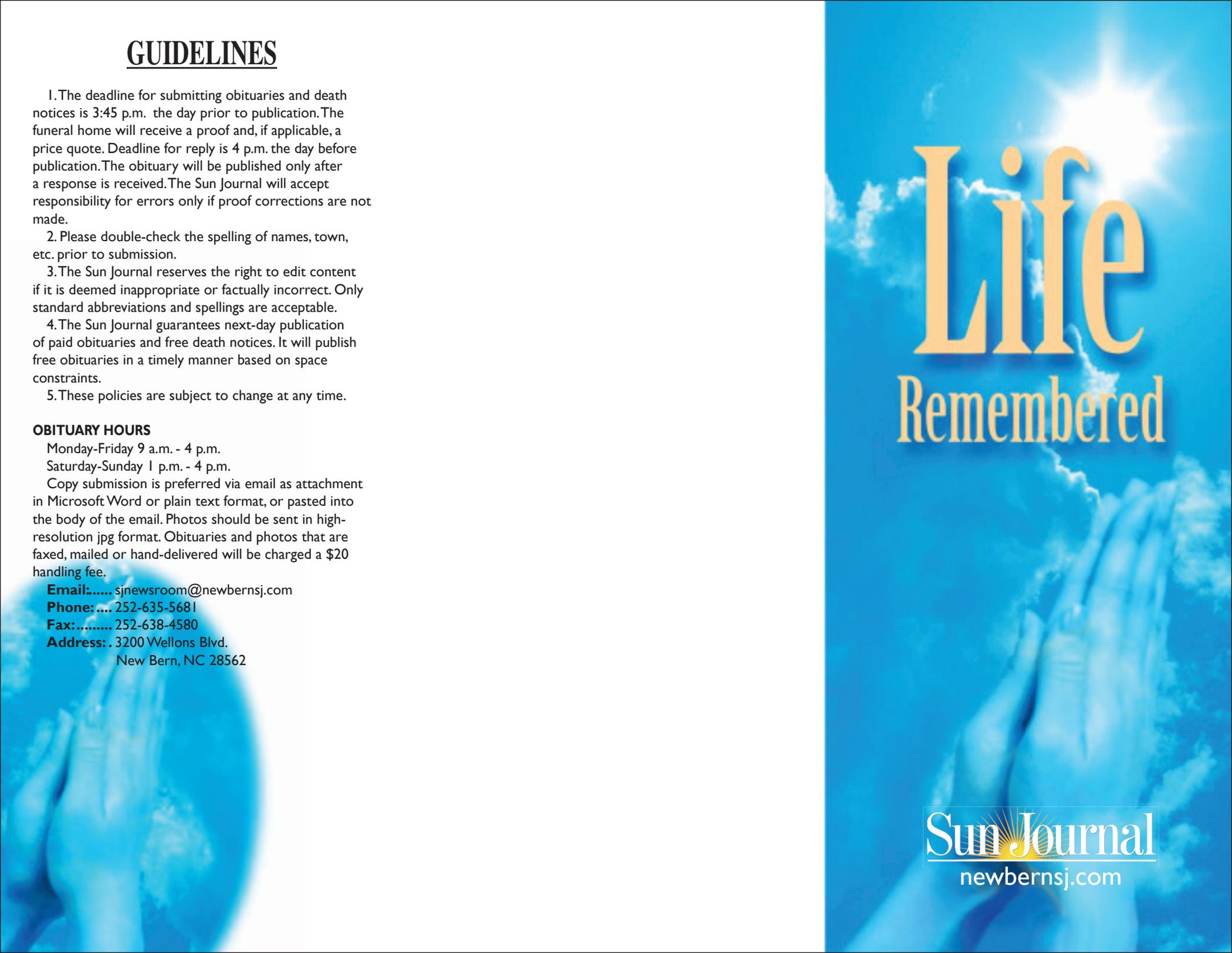
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Life Remembered

Sun Journal
newbernsj.com

How do I publish a loved one's obituary in print and online?

Working with a funeral home, family members may place a death notice, basic obituary, standard obituary or premium obituary in the Sun Journal and on its website, newbernsj.com. Submission of an obituary is a service that is usually provided by the funeral director assisting the family. The following information explains these terms and how you should proceed.

Paid Obituaries

Families may want an obituary to provide more information about their loved one than is available in our free options, such biographical information, a list of surviving family members, a list of predeceased relatives, or more in-depth information about memorial and funeral arrangements. Paid obituary options provide that added flexibility, and also include an online condolences service.

Talk to your funeral director about a paid obituary options. The example at right may help you write a fitting obituary for your loved one.

In this sample paid obituary, Mr. Doe's life is described with well-chosen words. His life was much more than the people he left behind; personal details create a more complete story, with significant events, accomplishments, talents and special memories, as well as more information about memorial services. This option also includes insignia and a photo, if desired.



John Eugene Doe

NEW BERN – John Eugene Doe, a resident of 1200 Acme St., passed away October 21, 2014, at his home. He was 87. A native of Craven County, he was born May 10, 1920, to the late Bill Doe and the late Jane Doe of Dallas.

After attending public schools in Craven County, he studied agriculture at North Carolina State University, where he received a bachelor's degree in 1942. Upon graduation, he enlisted in the U.S. Navy and saw action in the South Pacific during world War II. He achieved the rank of captain. After the war, he returned to Craven County and began a career with A&P Supermarkets. He retired after many years of managing the store. After retirement, he worked at Mountain View Farms and became a friendly face to customers who visited the produce stand each summer.

A graveside memorial service will be held at noon Saturday, February 29, at Victory Gardens Memorial Park, with the Rev. John Smith officiating. A reception follows at the home.



Death Notice — Free

BASIC INFORMATION: Name of deceased, dateline, age, address, date and place of death, funeral home in charge.

Basic Obituary — Free

ABOVE INFORMATION as well as funeral time, day and location, visitation and burial information, and spouse. Includes online listing.

Standard Obituary

\$150 flat rate

ABOVE INFORMATION as well as surviving parents, children, step-children, siblings, place of birth, and two points of biographical information.

Premium Obituary

\$18.01 per column inch daily
\$19.06 for Sunday editions

ABOVE INFORMATION plus one black and white photograph if desired, one or more insignia if desired, and a wide variety of additional information that could include predeceased relatives, surviving relatives including grandchildren and in-laws, condolences, donations, additional biographical information, officiating clergy and published link to a funeral home's website

RE-RUN OF OBITUARY: For each subsequent edition - 50% DISCOUNT.

RE-RUN OF BASIC OBITUARY: \$150

INSIGNIA AVAILABLE for use in paid obituaries include but are not limited to:



Don't see an insignia you want? Send us the insignia you do want.