



# Claim for costs of a child's funeral: responsible person claim form

This form is for anyone who has paid directly for specific expenses in a child's funeral without using a funeral director.

If you used a funeral director, you do not need to complete this form.

The expenses you can claim for are listed at **question 3.3**.

## Eligibility

You can make a claim to the Children's Funeral Fund for England if:

- the child who died was under the age of 18 or stillborn after 24 weeks of pregnancy
- the burial or cremation took place in England on or after 23 July 2019
- you paid funeral expenses listed at question 3.3 directly to the provider (you did not use a funeral director)

If you have other funeral expenses, you might be able to apply for Funeral Expenses Payment to cover them. You or your partner must be getting certain benefits – check if you're eligible for Funeral Expenses Payment at: <https://www.gov.uk/funeral-payments>

## Making your claim

The easiest way to claim is online at:

<https://claim-for-costs-of-a-childs-funeral.form.service.justice.gov.uk>

You must submit your claim **within 6 months** of the date of the child's funeral.

You need to provide proof of payment to claim for any of the expenses listed.

If you need help you can call freephone 0808 196 1759 (outside UK: +44 1633 630904) or email [cff@sscl.gse.gov.uk](mailto:cff@sscl.gse.gov.uk).

Please complete this form in BLOCK capitals, placing a tick in the boxes where applicable.

## About you (the responsible person)

### 1.1 Your full name

### 1.2 Your email address (if you have one)

### 1.3 Your address

Building and street

Second line of address

Town or city

County (optional)

Postcode

### 1.4 Your phone number

### 1.5 How would you like to be updated about your claim?

Email

Post

# About the child who died

**2.1** First name of the child

**2.2** Family name of the child

**2.3** Is this claim about a baby who was stillborn?

- Yes, **go to question 2.4**
- No, **go to questions 2.5 and 2.6**

---

**Note 2.3** – A stillbirth means after 24 weeks of pregnancy.

---

**2.4** Date of stillbirth

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

**2.5** Child's date of birth

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

**2.6** Date of child's death

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

# About the funeral

## 3.1 Date of funeral

Day

Month

Year

---

**Note 3.1** – Claims must be submitted **within 6 months** of this date.

---

## 3.2 Where did the funeral take place?

Name of burial ground, cemetery or crematorium

Town or city

## 3.3 What expenses are you claiming for?

Select all that apply

- Up to £300 towards a coffin, shroud, casket or other covering
- Removal of implanted medical devices for a cremation
- Completion of necessary cremation certificates
- A container for storing ashes in a columbarium or similar (if the one returned to you is unsuitable for this)
- Fees charged by a third-party grave digger (where these are not claimed by the burial or cremation authority)

---

**Note 3.3** – These are the expenses you can claim for.

---

## 3.4 You must provide proof of payment for all the expenses you are claiming by sending your receipts with this form.

You should send copies of your receipts if you can. If you send us original receipts, you must tick the box below if you'd like them sent back to you.

- I've sent original receipts and would like them sent back to me

## 3.5 If you do not have some of the receipts – tell us why

---

**Note 3.5** – If you do not have receipts we'll contact you to find out more. Your claim may take longer.

---

# Payment details

## 4.1 How do you want to be paid?

- UK bank or building society account, **go to question 4.2**
- Non-UK bank account, **go to question 4.3**
- Cheque (in pounds sterling), **go to Declaration**
- I do not have any of the above – we'll contact you to arrange payment, **go to Declaration**

---

**Note 4.1** – You can only have your claim paid into your own bank or building society account.

---

## 4.2 UK bank or building society account details

Name of bank or building society

Account name

Account number

Building society roll number (if applicable)

Sort code

### 4.3 Non-UK bank account details

Name of bank

Account name

International bank account number (IBAN)

SWIFT, BIC or routing code

Currency of account – for example, US dollar or euro

## Declaration

By submitting your claim you agree that:

- the information is correct and complete as far as you know
- you're aware it's a criminal offence to knowingly submit false information to make a claim
- you'll pay back any money you have been overpaid if you're asked to

Signature

Date signed

Day

Month

Year

## What to do now

You need to email or post your completed, signed form with copies of your receipts for each expense claimed.

### Email your claim to:

[cff@sscl.gse.gov.uk](mailto:cff@sscl.gse.gov.uk)

You can attach your receipts as scanned copies or photos of the originals.

### Post your claim using the freepost envelope provided

You should send your receipts as copies if you can. If you include originals, you must tick the box at 3.4 if you'd like them sent back to you.

### What happens next

The claim team will let you know they've received your claim within 5 working days of receipt.

They'll then process your claim within a further 15 working days and let you know the outcome.

They'll contact you if there's anything missing. If this happens, your claim may take longer.

If you need help with your claim you can call freephone 0808 196 1759 (outside UK: +44 1633 630904) or email [cff@sscl.gse.gov.uk](mailto:cff@sscl.gse.gov.uk)

### Support organisations

The following organisations give support and advice:

Child Bereavement UK – [www.childbereavementuk.org](http://www.childbereavementuk.org)

Cruse Bereavement Care – [www.cruse.org.uk](http://www.cruse.org.uk)

Sands – [www.sands.org.uk](http://www.sands.org.uk)

Tommy's – [www.tommys.org](http://www.tommys.org)

### Your personal data

For information about how we collect and use your personal data visit: <https://claim-for-costs-of-a-childs-funeral.form.service.justice.gov.uk/privacy>