



Consolato Generale d'Italia  
Filadelfia

## PROCEDURES FOR TRANSPORTING HUMAN CREMAINS INTO ITALY

- 1) The funeral Home presents to the Consulate the documents listed in A) below;
- 2) The Consulate will request from the proper Italian Authorities the authorization allowing the remains to enter the Country for burial;
- 3) Once the said authorization is granted, the Consulate will issue the death Passport in the same name of the deceased and consign it to the Funeral Home.

### A) DOCUMENTS:

To obtain the authorization to ship human/exhumed remains into Italy, the Funeral Home must submit the following documents to the Italian Consulate. Please take into consideration that the approximate processing time is five (5) working days from the day the authorization from the Comune arrives, provided proper documentation is received:

1. Two (2) certified copy of the death certificate completed with "**Apostille**". The "Apostille" is a legal document issued by the Office of the Secretary of State of the State where the death occurred (contact the Secretary of State for information concerning procedures and costs), to be attached to the death certificate and accurate translation into Italian (death certificate only);
2. One (1) certified cremation certificate in accordance with the procedures of the state where you operate (notarized, possibly on your own form, they must bear your certificate or Authority Number and the cremation number) completed with "Apostille" and an accurate translation into Italian is requested for said certificate (certificate only).
3. Funeral Home's statement (enclosure 1 - below) duly sworn before a Notary Public;
4. Information sheet (enclosure 2 - below) completely filled out. Please write the name of the Cemetery in Italy very clearly, including the town and the province where it is located;
5. Deceased Passport (for Italian citizens: original required; for foreigners: a copy);
6. Notarized letter from the family of the deceased (either residing here or in Italy) stating that the "Funeral Home (complete name and address of the Funeral Home) has been chosen to conduct all the procedures related to the shipment of the cremains into Italy, and the affixing of the Mortuary Passport on the urn. Alternatively, name of who is carrying the urn to its final destination and final resting place. This notarized letter can be either in English or Italian, no translation is needed;

7. Postal Money Order in the amount of roughly USD 90.00 (will fluctuate depending on the euro/dollar exchange rate) as Consular fees. Change will be given if amount surpasses dues.

**Chart of requested documents**

DOCUMENT	NOTARIZATION	APOSTILLE	ITALIAN TRANSLATION
Death certificate	no	<b>YES</b>	<b>YES</b>
Cremation Certificate	<b>YES</b>	<b>YES</b>	<b>YES</b>
Funeral Home statement	<b>YES</b>	no	no
Information Sheet	no	no	no
Passport	no	no	no
Family letter	<b>YES</b>	no	no

ENCLOSURE 1

**Declaration for ashes**

UNITED STATES OF AMERICA

STATE OF

COUNTY OF

\_\_\_\_\_, being duly sworn, declares and says that he/she is a funeral director duly licensed by the State of \_\_\_\_\_ and that he/she operates a funeral home at \_\_\_\_\_ that supervised the preparation of the remains of \_\_\_\_\_ for shipment to Italy, and that he/she certifies and swears that the body was cremated by the \_\_\_\_\_ located in \_\_\_\_\_, on \_\_\_\_\_. The ashes have been enclosed in a cinerary urn with the name, date of birth and date of death of the deceased, the cinerary urn has been placed in a wooden box, the outside of the box bears a plaque with the name of the deceased.

The remains will be consigned to \_\_\_\_\_ and will be transported via \_\_\_\_\_ departing at \_\_\_\_\_ on or about \_\_\_\_\_ arriving \_\_\_\_\_.

Entombment will be in \_\_\_\_\_

Deponent finally states that this shipment has no commercial value and to the best of his knowledge and belief meets the shipping requirements of transportation of remains to Italy.

Date,

Signed \_\_\_\_\_

Subscribed to and sworn before me (signature of Notary Public)

This \_\_\_\_\_

(Seal of notary public)

ENCLOSURE 2

**INFORMATION SHEET**

Deceased's full name: .....  
(for women, maiden name also)

Birth place: (town and province)

Birth Date: DD/.....MM/.....YY/.....

Place of death:.....

Citizenship (the deceased could have dual citizenship, please clarify)

Name of parents: FATHER.....  
MOTHER .....  
(including maiden name)

Name, local address and phone number of the closest relative/friends in USA:.....

Port of departure in USA and port of arrival in Italy:.....

Flight information:.....

Exact name of the Cemetery, the town and the province of the burial in Italy:.....  
.....

Name, address and phone number of the Mortuary receiving the remains in  
Italy:.....