

## Obituaries

### **Monadnock Ledger-Transcript:**

#### **Place an Obituary**

##### **How to place an obituary in Monadnock Ledger-Transcript**

Our staff is available to assist you Monday through Friday, 8 a.m. to 5 p.m.

Phone: 603-924-7172

Email: [obits@ledgertranscript.com](mailto:obits@ledgertranscript.com)

Or, for information on submitting an obituary, please go to <https://placead.nne.media/obits/mlt/index.html>

or submit the information using our online form at <https://www.ledgertranscript.com/Reader-Services/Contribute/Submit-an-Obituary>

Obituaries received by 1:00 p.m. Mondays and Wednesdays will appear in print the following day.

There is a charge for obits.

### **Monadnock Ledger-Transcript Contact**

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Phone: 603-924-7172

Email: [obits@ledgertranscript.com](mailto:obits@ledgertranscript.com)

Website: [www.ledgertranscript.com](http://www.ledgertranscript.com)

Office: PO Box 36, 20 Grove St., Peterborough, NH 03458

From <https://placead.nne.media/obits/mlt/static/deadlines.html>

### **Monadnock Ledger-Transcript Pricing**

Obituaries start at \$129 for one day in print. This includes up to 250 words, including a small black and white photograph and, in the case of veterans, a flag. Submissions that exceed 250 words are charged \$12.90 for every 25 words thereafter.

- The small photo can be replaced with a large photo for an additional \$10.
- A second small photo can be added for an additional \$10.
- One or both photos can run in color for an additional \$25.

- Emblems or flags can be added for an additional \$10 each.

## **Service Notices**

In addition to running full obituaries, we also offer abridged service notices. These notices are two columns wide and seven lines deep. They list the name of the deceased, age, date of death, and the service information (date, time, location). These notices do not include a photo. Families often run these notices if they schedule services at a much later date, as a reminder to our local readers, or when publication of a full obituary has been delayed. Service notices run free of charge when a full obituary has run or will run in the Monadnock Ledger-Transcript, or our sister papers. Please [contact our offices](#) to place a free service notice. Without a full obituary, service notices cost \$49 for one day in print.

## **Deadline**

Obituary deadlines are 1:00 p.m. Monday for the Tuesday edition and 1:00 p.m. Wednesday for the Thursday edition.

## **FREQUENTLY ASKED QUESTIONS**

### **How do I place an obituary? I need help placing an obit, who do I contact?**

Funeral homes offer obituary placement services and can assist you. Or, you can contact our newspapers to place an obituary. Please see the [Contact Us](#) tab for contact information.

### **How do funeral homes submit and pay for an obituary or service notice?**

Local funeral homes have iPublish accounts. Staff members can assist families in placing an obituary and pay through the iPublish account. If a funeral home does not have an account with our newspapers, they can create one using the Register button. If the funeral home is part of the Memoriams network, they can submit the obituary using the network. They will incur a \$20 charge for this convenience.

### **I am not working with a funeral home. How can I place an obituary?**

If a family is not working with a funeral home, please see the [Contact Us](#) page to reach a Customer Service Representative for assistance. All obituaries placed by private parties must be prepaid prior to deadline to publish as requested.

### **What are the deadlines for placing an obit?**

Please see the [Deadlines/Pricing](#) tab for more information.

### **Is there a size requirement/limit?**

Obituaries are a personal story and can be any size the family would like. We have a minimum charge that includes an average number of words and a small, black and white photo. Additional words that exceed the base number will incur an incremental cost. Please see the [Deadlines/Pricing](#) tab for more details.

### **What if I notice a mistake in my notice after submitting it?**

Content can be modified at any point prior to the deadline for that day's publication. For funeral homes, simply log in to your account, locate your notice in the Orders area, and "Modify" the notice. Changes to the content of the notice that increase or decrease the cost will be adjusted on the credit card supplied for payment. If you submitted a private party obituary, and wish to make changes prior to deadline, please see the [Contact Us](#) page to reach a Customer Relations Representative for assistance.

### **Can I work on my notice and save it without submitting it?**

Yes, you may create the notice, see how much it will cost and save it for later. To do this, create the notice, save, and then log back in when you would like to return and finish the obituary.

### **Will my photo run in color in the newspaper?**

All photos, emblems, and funeral home logos will publish in color if color photos are provided and a color template is selected. If a color photo is submitted and a black and white template is selected, we will convert the photo to black and white. All photos submitted in color will appear in color on the website.

### **What photos work best?**

A photo helps bring the obituary to life, so choose a photo that shows your loved one's personality. A portrait or close-up of your loved one's face typically

works best. The photo can be recent or from their youth, or both. If you have a favorite photo that includes multiple people and pets, the photo should be cropped to display the deceased clearly. The best quality photo is a digital original, a .jpg file downloaded directly from a camera, smartphone or online gallery. Scans or digital originals must be at least 200 dpi resolution.

### **Is the preview an accurate representation of how the notice will look in the paper?**

The preview that is provided of your completed notice is how it will appear in the newspaper. Please review the preview to ensure that spelling, grammar, and wording are correct and that the obituary is as you wish to see it in the paper.

### **What are emblems and how do I include them? Is there a cost?**

We offer a number of flags and a variety of emblems that represent interests, hobbies, organization and associations. One flag is included at no additional charge. Up to two additional flags and/or emblems can be added to an obituary at a cost of \$10 each.

### **What happens to my obituary notice if I miss the publication's deadline?**

Unfortunately, you will need to choose the next available date. If the date is unavailable on your screen, the deadline has passed.

### **There is an error in the obituary, what do I do?**

If there is an error in the obituary and it is before the deadline, you can make the corrections online and resubmit the obituary. If it is past deadline and the obituary has been printed, we can edit the online version of the obituary.

Please [Contact Us](#).

### **Will I be able to view my obituary notice online?**

Yes, all obituaries run on our newspaper website and on Legacy.com. Our websites are listed on the [Contact Us](#) page, or by clicking the logo at the bottom of this screen.

### **What is Legacy.com?**

Our newspapers partner with Legacy.com, the largest provider of obituaries, to offer readers full access to local and national obituaries. Each obituary purchase includes the ability for a family member to enhance the obituary online and access to the associated guest book for one year.

**I'm trying to find an obituary that was previously published in your newspaper. Where can I find it?**

You can search obituaries online on our newspaper websites or see the [Contact Us](#) page to reach a Customer Relations Representative for assistance.

**I would like to change my message of condolences on the legacy.com obituary or guestbook, who should I contact?**

For corrections to comments/condolences on a legacy.com obituary or guest book, please contact [info@legacy.com](mailto:info@legacy.com).

## **Obituary Writing Guide**

Writing an obituary can be challenging. We hope to make the experience a little easier and have provided links to information provided by Legacy.com, our partner for online obituaries, to help guide you through the process.

For a step-by-step guide and information on writing obituaries, please click the following: <https://www.legacy.com/advice/guide-to-writing-an-obituary/>

Writing an obituary for someone you love is an important way to honor and celebrate their life. The obituary acknowledges your loss, informs the community of the death, and invites those who knew your loved one (as well as people who care about you) to attend the funeral and offer sympathy and support.

An obituary is where we record a loved one's life story to live on forever. More than a simple death announcement, an obituary pays tribute to someone by saying something about who they were as a person. This can be done in many ways: sharing a story from their life, writing about their hopes and dreams, listing their accomplishments, telling about their loves and favorites, reflecting on what they meant to you. The most memorable obituaries often touch on all these aspects of a person's life and legacy.

Every obituary is unique, but most include the following elements:

- 1. Announce the death:** The introduction should include the individual's full name (first, middle, and last names, maiden name, nickname, and suffixes like Jr. or Sr.), where they lived, age, date and place of death, and how they died.
- 2. Share their life story:** The body of the obituary should tell the story of your loved one's life. Most often, this includes the following:
  - Date and place of birth, marriage, and death
  - Hometown, places lived
  - Schools attended, degrees earned
  - Places of employment and positions held
  - Military service and rank
  - Memberships and affiliations
  - Place of worship
  - Hobbies or special interests
- 3. List family members:** Provide the name and location (if desired) for all key relatives and friends. Most obituaries name surviving family members of the person passing as well as those who died previously.
- 4. Include funeral / memorial information:** Provide service times and locations. Include the dates, times, and locations of the visitation, funeral, burial, and/or memorial service. Also include the name of the funeral home so that others can contact them with any questions about the services or sympathy flowers. Be sure to indicate if services are private.
- 5. Add charity information:** Obituaries often request donations to a specific charity. For any donation request, be sure to include the name of the charity or fund as well as an address or website where people can send donations. If the family prefers charitable donations or monetary contributions rather than flowers, include a phrase such as "In lieu of flowers," followed by "please consider a donation to the American Heart Association," "contributions suggested to the family," or "the family is requesting financial assistance for the services."

6. **Select a photo:** A photo helps bring the obituary to life, so choose a photo that shows your loved one's personality.

- A portrait or close-up of your loved one's face typically works best. The photo can be recent or from their youth, or both.
- If you have a favorite photo that includes multiple people and pets, the photo should be cropped to display the deceased clearly.
- The best quality photo is a digital original, a .jpg file downloaded directly from a camera, smartphone or online gallery.
- Scans or digital originals must be at least 200 dpi resolution

## **Keene Sentinel:**

### **SUBMIT AN OBITUARY**

Funeral homes often submit obituaries as a service to the families they are assisting. However, we will be happy to accept obituaries from family members pending proper verification of the death.

## Obituary Announcement

Obituaries that are 10 column inches or less are \$132. After 10 column inches the price is \$8.00 per column inch. Add a photo to the obituary for \$10. Flag emblems are free for veterans. Obituary runs 1 day in print, add additional print run dates at a discounted rate. There is a 2.5% fee for using a credit card.

Obituary

Please upload a Microsoft Word or Notepad compatible file only.

Upload the file

Alternatively, you can paste the obituary into this box

\* Name of funeral home/cremation service handling arrangements

Photo

\* Submit a photo

Attaching photo via this form

Not sending photo

Upload photo

Attach photograph in JPEG/JPG format:

Contact Information

\* First Name

\* Last Name

\* Phone number

\* E-mail Address

Enter your e-mail address