

condolence journal

A guide for families sitting shiva.



CREATED EXCLUSIVELY FOR CHICAGO JEWISH FUNERALS®

“The death of a loved one often creates an outpouring of sympathy from friends and family. People want to be there for you, bring over a little something, help you take care of the many details required by tradition and life.

We created this journal to help you keep record of the kindness of others:

Food furnished by family and friends

Assistance offered by family and friends

Tributes received

Sympathies

The numbered stickers provided can be used on dishes so they can be easily returned to their proper owners.

We hope you find this journal helpful when you prepare your acknowledgements.

If we can be of further assistance, please contact us.

And that is the way it should be.”

***–David I. Jacobson
Founder
Chicago Jewish Funerals***

Shiva checklist

- ✧ Set specific times for Shiva if you want to limit visits
- ✧ Order food trays, purchase beverages (coffee, tea, soda, water)
Traditional foods include hard-boiled eggs
- ✧ Serving pieces, trays, sterno for hot food, garbage bags
- ✧ People to help with set-up of food/beverages
- ✧ Someone to coordinate meals for family (include non-Shiva times)
- ✧ Friends to cook and deliver food to the house
- ✧ Place to deliver/donate leftover food
- ✧ Containers for leftovers
- ✧ Someone at the house to receive deliveries while family is at the service/cemetery
- ✧ Purchase paper goods: plates, napkins, hot/cold cups, plastic silverware
- ✧ Clean house or retain a cleaning service for before and/or after Shiva
- ✧ Water pitcher and paper towels outside front door for use upon return from the cemetery
- ✧ Sign-in book and pen for guests to sign at the Shiva House (provided by Chicago Jewish Funerals)
- ✧ Arrange for clubhouse or reception room, if necessary
- ✧ Shoe mat or towels on floor in winter
- ✧ Remove breakable/fragile items
- ✧ Have supply of toilet paper, tissue, and paper towels
- ✧ Consider seating, closet space, chairs, and coat rack
- ✧ Cover mirrors if that is your tradition
- ✧ Confirm with clergy if a service will be done at the Shiva house
- ✧ Choose service time and who will lead
- ✧ Parking for extra guests
- ✧ Arrange rides for seniors to attend
- ✧ Cancel carpools of school-age children or find a substitute driver
- ✧ Cancel activities for younger children
- ✧ Arrangements for animals (consider allergies)
- ✧ Reschedule/cancel appointments
- ✧ Vehicles for out-of-town families
- ✧ Airport shuttle
- ✧ Call local police if your neighborhood has parking restrictions to advise them of Shiva days



Sympathies

Name, Address & Phone	Type Received	Thank You
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		

Date	Notes



Sympathies

Name, Address & Phone	Type Received	Thank You
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		

Date	Notes



Food received

Name, Address & Phone	Type Received	Thank You
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		

Date	Notes



Friends and family who offered assistance

Name, Address & Phone	Gesture	Thank You

Tributes

Name, Address & Phone	Tribute	Thank You



Notes

Notes





The way it should be.

PROUD MEMBER OF KAVOD – BY INVITATION ONLY

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This journal was inspired by the memory of my father, Sanford H. Jacobson.