

The Berne Witness Obituary Policy

The Berne Witness will publish obituaries (based on the following definitions) that are handled by any funeral home in our immediate circulation area (Adams County and the outlying areas) and include arrangements for any person who currently resides in the immediate circulation area, was born in Adams County, was a former resident or employee within the immediate circulation area or has a family member in Adams County.

A basic obituary will include: name, age, community of record, date of death, place of death, date and place of birth, parents' names, date and place of marriage, name of spouse (and date of death when applicable), date and time of service, date and time of calling, place of burial and funeral home in charge of arrangements. Photos are not included with basic obituaries.

A detailed obituary will include all of the basic obituary details as well as any additional information the family wishes to share, including names of immediate survivors (parents, spouse, children, siblings [and spouses where applicable] and their community, names of immediate deceased family (parents, spouse, children, siblings), occupations, memberships, memorial designations, online guestbook information and a photo. Obituaries for those not meeting the local definition described above fall into the detailed obituary category.

Please note on obituaries whether the intent is for a basic obituary, otherwise charges will be assessed.

Charges are \$75 for a detailed obituary with photo. Additional charges may be applied in instances of lengthy obituaries at the discretion of the editor. Additional charge of \$15 per photo will be applied for the use of more than one photograph.

The Berne Witness makes every effort to publish error-free obituaries, but in the case of an editorial mistake, the newspaper will publish the obituary in its entire form one additional time free-of-charge. In the event additional information provided by the family or the funeral home is applied to an obituary that has already been published or a correction needs to be made that is not the direct result of an editorial mistake on the part of The Berne Witness, additional charges will be assessed for republication of the obituary.

All obituaries placed in The Berne Witness will also be added to the newspaper's website (www.bernewitness.com).

DEADLINES

Due to the nature of our publication schedule (Monday, Wednesday, Friday) and the timeliness of obituary information The Berne Witness will make every effort to publish every obituary received prior to 5:00 a.m. on publication dates. An arrangements brief may be printed immediately when time does not permit for a full obituary, and the full obituary may be published in the following edition. Obituaries or notices of arrangements received after 5:00 a.m. on publication dates may not appear in that day's edition. Detailed obituaries will be posted at www.bernewitness.com regardless of printing deadlines. To submit an obituary, email news@bernewitness.com.

Policy effective January 1, 2022