



05 Deceased Member – Online Access

Online Reporting Process: Council Online Administrators can report a deceased member in three simple steps:

1. Sign in to your CWL membership page.
2. Under the Membership tab, select Reporting a Member Passing.
3. Enter the deceased member's membership number and the date of passing, then submit the form.

This online submission will automatically notify National, Provincial, and Toronto Diocese.

Using the online system will:

- Eliminate paperwork
- Prevent misplacement of information
- Ensure that the member's name is accurately entered into the Book of Life.

All councils are strongly encouraged to adopt this efficient reporting method to honour and remember our deceased members.