



Application for **DEATH CERTIFICATE** Issuance **REQUEST**

Death Certificate Cost: **\$20.00** each (CASH, MONEY ORDER, & ALL MAJOR CREDIT CARDS).

If requesting by mail, include cash or money order only.

Please enclose a self-addressed stamped envelope.

No personal checks accepted.

WARNING: False Application, altering, mutilating or counterfeiting Indiana death certificates is a criminal offense under IC 16-37-1-12.

Identification and proof of relation is required according to IC 16-37-1-7 (see backside for acceptable documentation.)

	<u>Name of Deceased</u>	<u>Date of Death</u>	<u>Place of Death (City)</u>	<u>Date of Birth</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

Your relation to deceased: _____

Reason for requesting record: _____

Number of certificates requested: _____

(Signature of Applicant)

(Print Applicant's Name)

Mailing Address (complete): _____

Daytime Telephone Number: _____

Requirements for birth & death certificates

<p>ID required To Get a Certificate:</p> <p>One valid Primary Document Or Two Secondary Documents</p>	<p>Whose Eligible to Obtain a Birth Certificate:</p> <p>***SEE BACKSIDE FOR RELATIONSHIP REQUIREMENTS***</p>	<p>Amish ID Requirement to purchase a Certificate</p> <p>***Must Provide 2 Items***</p>
<p>One form of Primary Documentation All documents MUST be current and VALID</p> <ul style="list-style-type: none"> • Government Issued Driver’s License/State I.D. (Address listed must match shipping address) • Military I.D. • Valid Passport • Department of Correction I.D. (Issued within past 6 months) • School I.D. (must be currently enrolled) • Work I.D. (must be currently employed) • Veterans I.D. • (Green) Mexico Consular I.D. <p>If you do not have a primary documentation, Two forms of Secondary Documentation are required</p> <ul style="list-style-type: none"> • Verification of Employment on letter head including date of employment, employee’s address and managers name and signature • Voter Registration with signature • Current Vehicle Registration with signature (no titles) • Previous year’s tax return (1040) with signature and social security number • Probation documents or statement from Probation Officer on letterhead, including person’s name and date of birth • Signed Mortgage or Home Rental agreements • Signed Social Security card • Military Discharge (DD-214) • Indiana only Gun permit with signature • Indiana only Professional License 	<ul style="list-style-type: none"> • The individual named on record; 18 yrs or older • Parents of individual named on certificate (must be listed on record) • Grandparents (must be parent of a parent listed on the record & show proof of relationship) • Sibling, 18 yrs or older of individual named on certificate (must show proof of relationship) • Child or Grandchild, 18 yrs or older of individual named on certificate (must show proof of relationship) • Current Spouse of individual named on certificate (must show proof of marriage) • Aunt or Uncle of individual named on certificate (must show proof of relationship) • Genealogy (must be over 75 years old and deceased) **Must show proof of death** • Court Appointed Legal Guardian (must have I.D. and provide guardianship papers with seal) • Attorney representing person named on record (must have I.D. for self with direct interest spelled out on letter head or court documents) • State and Federal Agencies (must have work I.D. with direct interest spelled out on letter head, court documents or signed authorization from client) • Social Agency (must have work I.D. with court documents or signed authorization from client) • Step-parent (must have I.D. with valid marriage certificate) 	<p>***Must Provide 2 Items***</p> <ul style="list-style-type: none"> • Non-Photo I.D. • Baptismal Certificate • Marriage Certificate • Social Security Card • School Records <p>Whose Eligible to Obtain a Death Certificate:</p> <p>Must provide I.D. and possible proof of direct interest</p> <ul style="list-style-type: none"> • Parents • Spouse • Adult Children • Grandparents • Siblings • Aunts/Uncles • Adult Niece/Nephew • Funeral Home/Director (Must have handle the body) • Genealogy (Must be over 75 years old) • Legal Interest (Must show proof)

Documentation to verify relationship to individual is needed for birth certificate orders (Per 410 IAC 18-3-1)

Acceptable Documentation

I would like to obtain a copy of:

- **My own- Primary Documentation** Only
- **My child's- Primary Documentation** Only
- **My mother/father- Primary Documentation** along with a copy of your birth certificate
- **My grandchild's- Primary Documentation** along w/ Mother or Father's Birth certificate naming Grandparent
- **My brother/sister- Primary Documentation** along w/birth certificate naming same parent(s)
- **My nephew/niece's- Primary Documentation** along w/ birth certificate of parent and self
- **My spouse- Primary Documentation** along w/ valid marriage license or certificate
- **My grandparent's- Primary Documentation** along w/ birth certificate of self and parent
- **Genealogy- Primary Documentation** along w/ proof of death