

DATE: _____



Mineral County Public Health ♦ PO Box 425 ♦ 802 Rio Grande Avenue ♦ Creede, CO 81130 ♦ 719-658-2416

Hinsdale County Public Health ♦ PO Box 277 ♦ 304 West Third Street ♦ Lake City, CO ♦ 970-944-0321

Today's Date: _____

Application for Certified Copy of Death Certificate

Colorado has death records for the entire state since 1900. Certified copies of certificates are also available in the county where death occurred.

Check here if you are requesting a certificate of stillbirth

Full name of deceased: _____
First Middle Last

Date of death _____ Age at death _____ State of Birth _____
Month Day Year

Place of death _____ Colorado _____
City County State

Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00 or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118).

By signing below, I have read and understand that there are penalties for obtaining a record under false pretenses. All requests must be accompanied by a photocopy of the requestor's identification before processing. PLEASE RETURN YOUR REQUEST WITH A PHOTOCOPY OF YOUR DRIVER'S LICENSE, STATE ID OR PASSPORT.

REQUESTOR INFORMATION:

Signature of person making request

Relationship to deceased (submit proof of relationship-- *see reverse side)

Reason for request (insurance, social security, property, genealogy, other – please list)

Physical address City State Zip Daytime phone

Mailing address City State Zip *e-mail address Alternate phone

*By providing an email address, I consent for communication via email.

Charges:

Search fee when date of death is unknown (\$1.00 per year)..... \$ _____

Cost of Full certificates (\$20 for 1st copy or search when no record is found; \$13 for each additional copy of same record at same time)..... \$ _____

Certified verification of death (\$20 for 1st copy; \$13 for each additional copies)..... \$ _____

Cost of Legal certificates (\$20 for 1st copy; \$13 for each additional copies)..... \$ _____

Circle One:

a) Regular mail (\$0.00) sent 1st class unless overnight requested

b) FedEx* (\$20.00 – check, money order, cash)

c) Express Mail* (\$19.95)..... \$ _____

WE APOLOGIZE FOR ANY INCONVENIENCE, BUT WE CANNOT ACCEPT CREDIT OR DEBIT CARDS.

Total Charges \$ _____

*Within continental U.S.



Requirements:

- This request must be completed in full.
- Enclose a copy of a current driver's license, passport or State identification. ((The complete list of primary and secondary ID's are available online at www.colorado.gov/cdphe/vitalrecords)
- Enclose appropriate fees
- Person requesting to receive death certificate must sign form
- Proof of relationship or legal interest is required (see reverse side)

Office use:

- Pick Up
- Mail
- Email

Death certificates may be issued to:**Document(s) needed to prove relationship:**

• Current spouse	Must be listed on death certificate.
• Ex-spouse -	Must present proof of direct & tangible interest (i.e. Social Security record, insurance policy).
• Parent	Must be listed on death certificate.
• Step-parent -	Marriage certificate proving relationship to a parent that is listed on death certificate.
• Grandparents/Great grandparents - - -	Birth certificate(s) proving relationship required (cannot accept baptismals, hospital records or school records, unless the customer presents a letter from the state of birth stating no record of birth was found).
• Siblings/Half-siblings - - -	Birth certificate showing at least one same parent required (cannot accept baptismals, hospital records or school records, unless the customer presents a letter from the state of birth showing no record of birth was found).
• Children/Grandchildren/Great grandchildren - - -	Birth certificate(s) showing relationship is required (cannot accept baptismals, hospital records, or school records, unless the customer presents a letter from the state of birth stating no record of birth was found).
• Step-Children	Marriage certificate & birth certificate proving relationship required.
• Legal representative/Paralegals -	Proof of client relationship required as well as proof of the client's relationship to the registrant.
• Opposing counsel -	Certificate will be mailed to court w/motion to seal "confidential record." Name, address and case number of the court required.
• Genealogists - -	Notarized signed release from immediate family member required as well as proof of the family member's relationship. Certificate marked "For Genealogical Use Only."
• In-laws/aunts/uncles/nephews/nieces/cousins - - -	For death certificate 25 years or younger – Must present proof of direct & tangible interest (i.e. insurance policy, personal will, etc.). For death certificates over 25 years -- Must present proof of relationship (a family tree would be acceptable for this case) Death certificate marked "For Genealogical Use Only."
• Probate Researchers	Proof of direct & tangible interest required.
• Creditors	Proof of direct & tangible interest required.
• Employer	Proof of direct & tangible interest required.
• Beneficiaries - -	Proof of direct & tangible interest required (i.e. letter on insurance company/pension company letterhead that clearly states the applicant is a beneficiary or is eligible to file a claim).
• Insurance companies	Proof of direct & tangible interest required (Insurance policy).
• Hospital/Nursing home/Hospice/Physician	Proof of patient relationship required.
• Funeral Directors	Must be listed on death certificate.
• Informant	Must be listed on death certificate.
• Others who may demonstrate a direct and tangible interest when information is needed for determination or protection of a personal or property right.	Proof of direct & tangible interest required.