



VITAL RECORDS

Box Elder, Cache & Rich County
brhd.org | 435.792.6500

DEATH CERTIFICATE REQUEST FORM

First certified copy **\$30.00***
 Each additional certified copy (ordered at the same time) **\$10.00***

*Fees subject to change. Please review the certificate for accuracy; copies will only be replaced within 90 days of the issue date. Death Certificate reprint fee of \$3 each will be charged. If the requestor does not respond to a written notice from Vital Records within 90 days, BRHD may retain all monies paid.

Full Name of Deceased (First, Middle, Last)	Date of Birth	State or Country of Birth
Date of Death (if unknown, approximate year)	City of Death	County of Death
Full Maiden Name of Spouse, if married		
Parent 1 Name (Full Maiden Name)	Parent 2 Name (Full Maiden Name)	

Note: Positive identification is required

If submitting by mail, please include a copy of both sides of your identification. Certificates may be ordered by the named individual's surviving spouse or by his or her parent, sibling, child, grandparent, or grandchild. Otherwise, proof of legal name is required. Records may be requested by the general public 50 years or more after the date of death.

It is a criminal violation to make false statements on vital records forms or to fraudulently obtain a record.

INDIVIDUAL MAKING REQUEST - VALID ID REQUIRED

Name	Telephone Number
Street Address	City
	State
	Zip

Relationship to Individual on Certificate: Spouse Parent Sibling Child Grandparent Grandchild

Reason for Requesting Certificate

Signature	Date
-----------	------

Number of Certified Copies Requested	
1 Non-Refundable Search - Includes 1 Certified Copy	\$30.00
Additional Certified Copies x \$10.00 each	\$
	\$
No Credit/Debit Cards by Mail. Write Checks to BRHD	Total Cost: \$
If order is mailed, print mailing address:	

For Office Use Only

Payment Method:

Cash Check Card

Clerk:

Request #

Paper #

ACCEPTABLE IDENTIFICATION LIST TO OBTAIN VITAL RECORDS
ID MUST BE CURRENT

Identification is **required** for all non-public Vital Records.

Mailed requests must include an enlarged and easily identifiable photocopy of your identification from the list below or your application will be returned.

If using a form of identification from the "Primary" column, one form of identification is required.
If using a form of identification from the "Secondary" column, two forms of identification are required.

PRIMARY
(Need 1)

- Government-issued Photo Driver's License
- Government-issued Photo identification
- Government-issued Work ID
- Employment Card
- U.S. Military ID Card
- Tribal ID Card
- Pilot License
- Alien Registration Card
- Permanent Resident Card
- U.S. Passport Foreign Passport
- Foreign Passport
- Temporary Resident Card
- Certificate of U.S. Citizenship
- U.S. Certification of Naturalization
- U.S Citizen Identification Card
- Matricula Consular Card
- Concealed Weapon Permit
- Mexican Voter Registration Card
- Jail/Prison Release Form (with photo)

SECONDARY
(Need 2)

- Work Identification/Paycheck/W-2
- School, College, or University ID (with date)
- Voter Registration Card
- Social Security Card
- U.S. Military Separation/DD-214
- Motor Vehicle Registration/Title
- Marriage License (not issued by Vital Records)
- Court Ordered Document
- Jail/Prison Documents
- Probation Documents
- Property Tax Receipt
- Veterans Universal Access ID Card
- Selective Service Card
- Hunting/Fishing License
- Insurance Card or Document
- Utility Bill
- Business License
- Professional License

WE CAN NOT ACCEPT: Driving Privilege Card or Novelty ID Card

If you cannot provide acceptable identification, you may have a spouse, parent, grandparent, sibling, or adult child who can provide appropriate identification to request the certificate. Proof of relationship may also be required.