



APPLICATION FOR CERTIFIED DEATH CERTIFICATE

ST. JOSEPH COUNTY HEALTH DEPARTMENT

8TH FLOOR COUNTY-CITY BUILDING, 227 WEST JEFFERSON BOULEVARD
SOUTH BEND, INDIANA 46601-1870
PHONE: 574-235-9638 FAX: 574-235-9960

Please **NOTE**: Effective December 1, 2011, the St. Joseph County Health Department **DOES NOT** accept credit card applications via mail, any faxed requests or UPS requests. If you would like to use a **credit card** or request **UPS next day delivery**, please visit www.VitalChek.com.

FORMS OF PAYMENT for MAIL REQUESTS

(faxed requests are not accepted)

Money Order or Cashier's Check ONLY (made payable to St. Joseph County Health Department)

NO PERSONAL CHECKS or CREDIT CARDS

FORMS OF PAYMENT for IN-OFFICE REQUESTS

Cash, Visa, MasterCard, Discover, Money Order or Cashier's Check (made payable to St. Joseph County Health Department)

NO PERSONAL CHECKS

1. Full name of deceased: _____

2. Date of death (approx. if unknown): _____

3. Place of death (City or Hospital): _____

4. **Signature of applicant:** _____

5. Mailing Address: _____

6. City, State, Zip: _____

7. Phone number: _____ Alternative number: _____

8. Number of copies requested: _____ \$11 for one certified copy (additional copies are \$8 on the same record)

Is the record you are searching for prior to 1955? Yes _____ No _____

There is a search fee of \$7, for one to six names, for death records prior to 1955 if you do not have a book and page number.

St. Joseph County has records dating back to 1882; however it was not a state law to record a death (or birth) in Indiana until 1907.

WARNING: False application, altering, mutilating, or counterfeiting Indiana Death Certificates is a criminal offense under Indiana Code 16-37-1-12.

Mail requests are sent out via regular mail the same day the applications are received.