

APPLICATION FOR CERTIFIED COPY OF KANSAS DEATH CERTIFICATE

DEATH CERTIFICATES ARE ON FILE FROM JULY 1, 1911 TO PRESENT

(PLEASE PRINT)

\$13.00 FOR ONE CERTIFIED COPY AND \$8.00 FOR EACH ADDITIONAL CERTIFIED COPY OF THE SAME RECORD

NUMBER OF CERTIFICATES REQUESTED

FEE INFORMATION ON REVERSE SIDE

_____ CERTIFIED COPIES

_____ TOTAL FEE

NAME ON CERTIFICATE _____

FIRST

MIDDLE

LAST

DATE OF DEATH _____ CHECK IF STILLBIRTH RACE _____
MONTH DAY YEAR

SEX: M F

PLACE OF DEATH _____

CITY

COUNTY

STATE (MUST BE KANSAS)

MARITAL STATUS AT DEATH _____ NAME OF SPOUSE _____

FATHER'S NAME/MOTHER MAIDEN NAME _____

DATE OF BIRTH (OR AGE AT DEATH) _____ PLACE OF BIRTH _____

RESIDENCE OF DEATH _____ FUNERAL HOME _____

CITY/COUNTY WHERE BURIED _____

**YOU MUST INCLUDE A COPY OF PHOTO ID WITH THIS FORM
OR TWO ALTERNATIVE DOCUMENTS (SEE REVERSE SIDE FOR LIST)**

YOUR NAME (PLEASE PRINT) _____

YOUR MAILING ADDRESS _____

CITY

STATE

ZIP CODE

REASON FOR REQUEST (PLEASE BE SPECIFIC) _____

(We ask this so that we can provide appropriate service for your needs)

YOUR DAYTIME TELEPHONE NUMBER _____

YOUR RELATIONSHIP TO PERSON NAMED ON CERTIFICATE (REQUIRED) _____

(See reverse side for eligibility requirements)

YOUR SIGNATURE (REQUIRED) _____ TODAY'S DATE _____

MAILING ADDRESS:

KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT
CENTER FOR HEALTH AND ENVIRONMENTAL STATISTICS
OFFICE OF VITAL STATISTICS
1000 SW JACKSON, SUITE 120
TOPEKA, KS 66612-2221

WALK-IN CUSTOMER SERVICE HOURS: 9:00 - 4:00, MONDAY - FRIDAY
OFFICE HOURS: 8:00 - 5:00, MONDAY - FRIDAY, PHONE (785) 296-1400

PLEASE ENCLOSE A BUSINESS SIZE SELF-ADDRESSED STAMPED ENVELOPE.

IDENTIFICATION
ID IS REQUIRED OF PERSON COMPLETING FORM

Due to identity theft and other fraudulent use of vital records, acceptable ID is limited.
DO NOT send original ID with application

YOU MUST PROVIDE A PHOTOCOPY OF A GOVERNMENT (STATE OR FEDERAL) ISSUED PHOTO ID. THIS CAN BE ISSUED BY THE U.S. OR OTHER COUNTRY OF RESIDENCE.

ACCEPTABLE IDENTIFICATIONS INCLUDES:

Photocopy of Driver's License	Photocopy of Passport or Visa
Photocopy of State ID Card	Photocopy of Military ID

IF YOU DO NOT HAVE A GOVERNMENT ISSUED PHOTO ID, YOU MUST SEND PHOTOCOPIES OF ANY TWO OF THE FOLLOWING:

Social Security Number	Utility Bill With Current Address
Bank Statement With Current Address	Pay Stub (must include your name, social security number plus name and address of business)
Car Registration or Title With Current Address	

FEE INFORMATION

K.A.R. 28-17-6 requires the following fee(s).

The correct fee must be submitted with the request. The fee for certified copies of death certificates is \$13.00 for one certified copy and \$8.00 for each additional certified copy of the same record ordered at the same time. This fee allows a 5-year search of the records, including the year indicated plus two years before and two years after, or you may indicate the consecutive 5-year period you want searched. You may specify more than one 5-year span, but each search costs \$13.00.

IF THE CERTIFICATE IS NOT LOCATED, A \$13.00 FEE MUST BE RETAINED FOR THE RECORD SEARCH.

Make checks or money orders payable to **KANSAS VITAL STATISTICS**. For your protection, do not send cash.

Fees expire 12 months from date of the request.

MULTIPLE REQUESTS FOR DIFFERENT RECORDS MAY BE HANDLED AND MAILED SEPARATELY.

ELIGIBILITY

By state law, vital records filed with this office are not open for public inspection and the requestor must meet eligibility requirements -- must be named on the record, an immediate family member, or someone who can provide legal proof the record is necessary for the determination of personal or property rights. [K.S.A. 65-2422d]

WEBSITE

For additional information, please access the web site at: <http://www.kdhe.state.ks.us/vital>

WARNING: COPYING OR ALTERING PROHIBITED

Except as authorized by the Uniform Vital Statistics Act, no person shall prepare or issue any certificate (vital record) which purports to be an original, certified copy or copy of a certificate [K.S.A. 65-2422d.(g)]. Any person who willfully makes or alters any certificate or certified copy, except as authorized by the Uniform Vital Statistics Act, shall be fined or imprisoned, or both. [K.S.A. 65-2434.(1)].
