



# Colorado Death Certificate Request

Apply in person for same-day services Walk-in Hours: Monday-Thursday 7:30 - 5:00

Fremont County Department of Public Health & Environment  
201 N. 6th Street  
Canon City, Colorado 81212  
719-276-7452

Online Orders: [www.vitalchek.com](http://www.vitalchek.com)



- 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](http://www.colorado.gov/cdphe/vitalrecords))
  - Enclose appropriate fees.
  - Person requesting to receive death certificate must sign below.
  - Proof of relationship or legal interested is required (see reverse side).

## Requestor Information

Print name of person making request	First	Middle	Last		
Mailing Address	City	State	Zip	Daytime Phone ( )	
Physical Address	City	State	Zip	Alt Phone Number ( )	
Relationship to deceased (must submit proof of relationship) *see reverse side	<input type="checkbox"/> Parent	<input type="checkbox"/> Spouse	<input type="checkbox"/> Grandparent	<input type="checkbox"/> Sibling	<input type="checkbox"/> Child
	<input type="checkbox"/> Legal Representative	<input type="checkbox"/> Other: _____			
Reason for Request:	<input type="checkbox"/> Insurance	<input type="checkbox"/> Family Request	<input type="checkbox"/> Property	<input type="checkbox"/> Genealogy	<input type="checkbox"/> Other: _____

## Deceased Information

Full Name of deceased	First	Middle	Last	
Date of death* (or range of dates)	Month	Day	Year	Date of birth or age at death (optional)
Place of death	City	County	State	State of birth (optional)
<b>Colorado ONLY</b>				
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.				Today's date
<b>SIGN HERE</b>				

### Charges: (FEES ARE NON-REFUNDABLE)

Cost of death certificate – \$20.00 for one

#### First copy - check one:

- Standard death certificate (entire record).....\$20.00 = \$ \_\_\_\_\_
- Legal death certificate (all legal and no medical).....\$20.00 = \$ \_\_\_\_\_
- Verification of death(limited legal information and no medical).....\$20.00 = \$ \_\_\_\_\_

#### Cost of additional certificates - \$13.00 each:

Please check and indicate quantity of each certificate requested:

- Standard death certificate (entire record) ..... x\$13.00 = \$ \_\_\_\_\_
- Legal death certificate (all legal and no medical)..... x\$13.00 = \$ \_\_\_\_\_
- Verification of death (limited legal information and no medical). ..... x\$13.00 = \$ \_\_\_\_\_

#### Shipping:

Regular mail- Please send self addressed stamped envelope.....

**TOTAL CHARGES** ..... \$ \_\_\_\_\_

**This section is for office use only:**

DCN: \_\_\_\_\_ Issued by: \_\_\_\_\_

## Death certificates may 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.
Stepparent	Marriage certificate proving relationship to a parent that is listed on death certificate.
Grandparents/Great grandparents	Birth certificate(s) proving relationship required (cannot accept baptisms, 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 baptisms, hospital records or school records, unless the customer presents a letter from the state of birth stating no record of birth was found).
Children/Grandchildren/Great grandchildren	Birth certificate(s) showing relationship is required (cannot accept baptisms, 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.