Cincinnati Office of Vital Records and Statistics
Application for Certified Copies of Death Certificate

Applications without proper identification & documentation of relationship to deceased will not be processed.

This form is for mail in orders only

Certificate Information: *(Information about the person on the requested certificate)*

Death certificate - $27.00 Each Copy – Number of copies_____
Certificado de defunción - $ 27.00 Cada copia - Número de copias

Stillbirth certificate - $27.00 Each Copy – Number of copies____
Certificado de muerte fetal - $ 27.00 Cada copia - Número de copias
No documentation required*

Name of Deceased *(Nombre)*			**Middle Name** *(Segundo Nombre)*	**Last Name** *(Apellido)*
Date of Death	**Month** *(Mes)*	Day*(Dia)*	Year *(Ano)*	**What is the reason for request?**
Place of Death *Lugar de la muerte*	**City** *CINCINNATI*	**County** *HAMILTON*	**State** *OHIO*	**Hospital or Address of Death** ***(Hospital o en la direcci`on)***

What relationship are you to the deceased? Please check below

Decedent's Spouse ☐ **County Veterans Service Officer** ☐

Lineal descendant ☐ **Private Investigator** ☐ **Media** ☐

Federal/ State government agency ☐ **Executor of estate/administrator** ☐

Power of Attorney ☐ **Funeral Director or Employee/ Agent** ☐

Adult Representative from written Declaration ☐

Please attach copy of Photo ID

Please attach copies of documentation of relationship to deceased & Identification
(See attached listing for acceptable documentation)

Applicant Information: *(Information about the person requesting the certificate)*
Información del solicitante: *(Datos de la persona que solicita el certificado)*

Applicant Name \ Funeral Home Name *(Nombre del solicitante \ Nombre de funeraria)*			**Email:**
Street Address: *(Dirección)*	*City (Ciudad)*	*State (Estado)*	*Zip (Código postal)*
Phone Number: *(Número de teléfono)*	**Your Signature** *(Su firma)*		**Date** *(Fecha)*

Pursuant to Ohio Revised Code 3705.29, it is unlawful to purposely obtain, possess, use, sell, furnish, or attempt to obtain, possess, use, sell or furnish to another for the purpose of deception any certificate, record or certified copy of it that relates to the birth of another person, whether living or dead.

NO PERSONAL CHECKS ARE ACCEPTED-UNLESS CERTIFIED
A Non-Refundable Research Fee Charge For Each Certificate Not Found $3.00
Mail in orders (allow up to 1 week) Money orders should be made payable to "Treasurer, City of Cincinnati"
Applying by mail please send the completed application, self-addressed stamped envelope, and the correct fee $27.00 to:

Office of Vital Records and Statistics
1525 Elm Street
Cincinnati, Ohio
45202-6995
513-352-3120

For on-line ordering or additional information, visit our website:
http://www.cincinnati-oh.gov/health/birth-death-certificates/

This space for office use only

Certificate No.	*V=*
Documents verified	*Initial*
Paper No.	*Initial*

For the first five years after a decedent's death, a decedent's social security number shall not be included on a certified copy of the decedent's death certificate unless that information is specifically requested to be on the certified copy by one of the following who presents proof satisfactory to the local registrar of the person's identity. Please see ORC 3705.23

Please see the following list with acceptable identification and proof. If the local registrar criteria are not meet a death certificate will be issued without the social security number.

Person(s) on list to receive full Death Certificate	Identification Provided	Verification of Relationship
Decedent's Spouse	Primary Identification • Valid government issued photo ID • Photo Work ID • School Photo ID • Gun Permit • Foreign Passport • Green Mexico Consular ID • Re-entry permit (current I-327) • Refuge travel documents (current I-571) • Temporary resident card (current I-688) Secondary Identification (2 needed) • Voter Registration Card • Vehicle Registration • Signed Social Security card • Hunting License • Utility Bill • Insurance Card	• Death Certificate • Marriage License
County Veterans Service Officer	Primary Identification • Valid government work photo ID	Veterans form completed
A lineal descendant (blood relative in the direct line of descent)	Primary Identification • Valid government issued photo ID • Passport • Photo Work ID • School Photo ID • Gun Permit • Green Mexico Consular ID Secondary Identification (2 needed) • Voter Registration Card • Vehicle Registration • Signed Social Security card • Hunting License • Utility Bill • Insurance Card	• Birth Certificates • Baptismal Cards
Private Investigator	Primary Identification • Valid government issued photo ID • Work ID • Gun Permit	Private Investigator license Class A or Class B
Person(s) on list to receive full Death	**Identification Provided**	**Verification of**

Certificate		Relationship
Federal/State/Local government agency charged with detecting/prosecuting crime	Primary Identification • Valid government work photo ID	Verification on employers letterhead stating the case with the named decedent requesting a certified copy with managers name and signature
Media	Primary Identification • Valid government issued photo ID • Passport • Work ID • Gun Permit	Letter on Employers letterhead stating person working on story related to decedent with managers name and signature
Executor of estate/administrator	Primary Identification • Valid government issued photo ID • Passport • Photo Work ID • School Photo ID • Gun Permit • Green Mexico Consular ID Secondary Identification (2 needed) • Voter Registration Card • Vehicle Registration • Signed Social Security card • Hunting License • Utility Bill • Insurance Card	Certified court documentation for permission as executor
Power of Attorney	Primary Identification • Valid government issued photo ID • Passport • Photo Work ID • School Photo ID • Gun Permit	Certified court documentation
Adult Representative	Primary Identification • Valid government issued photo ID • Passport • Photo Work ID • School Photo ID • Gun Permit	Certified court documentation
Funeral Director or Employee	Primary Identification • Death Certificate for filing • Funeral home Identification	• Death Certificate for filing
Valid government issued photo ID (driver's license, state ID, driver's permit, Department of Corrections ID, military ID		