

**CHEMUNG COUNTY VITAL STATISTICS**  
**Application for a Certified Death Certificate**

To prevent a delay or denial of your order, read the following information before completing this application: Certified Death Certificates, Acceptable ID and Documented Proof of Entitlement, and Cost & Payment Options. Fees are not refundable.

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**Please print certificate information:**

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**M / F**

**Name as it appears on the record: First Middle Last** **Sex**

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**Date of Death** **City, Town, or Village where death occurred.** Must be in Chemung County

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**Full maiden name of mother listed** **Full name of father listed**

Purpose for which record is required: \_\_\_\_\_  
Number requested with cause of death: \_\_\_\_\_ Number requested *without* cause of death: \_\_\_\_\_

**Certificate fees:** \$15.00 for one certificate, \$10.00 for each additional certificate of the same record.

**Acceptable forms of payment:** Money order or certified check made payable to Chemung County Vital Records, credit or debit. No personal checks.

**Debit/Credit Payment Information:** Complete this section only if the applicant is the cardholder; otherwise, skip payment information on this application and complete a notarized Consent to Charge Credit/Debit Account form to include with this application. Debit/Credit payments subject to minimum \$1 service charge.

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**Name as it appears on credit/debit card.**

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**Account #** **Expiration Date** **3 or 4 Digit Security Code**

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**Mailing address** **Billing address, if different than mailing**

**Name of Applicant:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_  
Please print

**Relationship to the deceased:** \_\_\_\_\_ If applicable, be sure to enclose required document showing proof of entitlement.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*\*Signature must be notarized if your current mailing address is not listed on your driver's/non-driver's license or if you are requesting that the certificate be mailed to a different address.

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**Notary Signature & date**

**Notary stamp/seal:**