

**AFFIDAVIT TO CORRECT A DEATH CERTIFICATE**

NAME OF DECEASED:	
DATE OF DEATH:	
PLACE OF DEATH:	

Print/type information clearly.

If correcting name(s) please indicate if first, middle, or last name.

Item # or entry to be corrected:	Original record now shows:	Corrected item should show:

If the informant is requesting this change, the informant's signature is required in the presence of a Notary Public.

I, (we), being duly sworn upon oath do hereby declare that this affidavit is made in order to provide a true and correct record of the above death. It is a Class C felony for any person to make any false statement or supply false information in an application for an amendment of a death record.

Informant's signature: \_\_\_\_\_ Date signed: \_\_\_\_\_  
Printed name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Notary's signature: \_\_\_\_\_ My commission expires: \_\_\_\_\_  
Seal/stamp

Funeral director's signature: \_\_\_\_\_ Date signed: \_\_\_\_\_  
Printed name: \_\_\_\_\_  
Address: \_\_\_\_\_

Certifying physician's signature: \_\_\_\_\_ Date signed: \_\_\_\_\_  
Printed name: \_\_\_\_\_

Please provide your telephone number in case we should need to contact you for further information. \_\_\_\_ - \_\_\_\_\_

Within one year from the date of death there is no fee for correcting/adding information to the death certificate. There is never a fee for correcting/adding information to the medical portion of the death certificate (i.e. cause of death, accident information, etc.)

If you have received an incorrect copy of the death certificate (issued within the last 12 months) you may return that certificate for free replacement. Three certificates may be returned free of charge. \$20.00 flat fee for four or more replacements.

If you need to order a copy of the corrected death certificate you will need to enclose a fee of \$20.00 for the first copy; \$15.00 for each additional copy requested.

If the death occurred more than one year ago, a \$50.00 fee must accompany this form. This fee includes a copy of the corrected death certificate.

If the death occurred more than one year ago, a \$30.00 fee AND the return of the incorrect death certificate (issued within the last 12 months) must accompany this form. This fee includes a copy of the corrected death certificate.