

British Columbia Death Certificate Application

PLEASE NOTE: Any person with a **valid reason** may apply for a death certificate in British Columbia.

Should you believe that you require a certified photocopy of a death event registration please contact the B.C. Vital Statistics Agency directly at **250 952-2681**

Applications are processed upon receipt. **We cannot change or cancel applications once received.**

Although you can fill out the application online, you **cannot** save or email it. Please **type, print** and **sign** the application then fax, scan and email or mail your application to us.

Step 1 - Contact Information - Person applying for certificate

Name: _____ Firm/Organization: _____
Applicant *Complete only if certificate to be delivered here.*

Telephone Number: (____) _____ Extension: _____ Daytime Number: (____) _____ Extension: _____

Mailing Address: _____ Apt.: _____ Buzzer Code: _____
Certificates ordered using the RUSH SERVICE are delivered by courier and need to be signed for by the applicant. You must provide a civic address where available.

City: _____ Prov./State: _____ Country: _____ Postal/Zip Code: _____

Email Address: _____

Step 2 - Details of Deceased - Person named on certificate

You must enter as much information as possible. Missing or incorrect information may delay your application and rush service may not be available.

Reason Certificate Required: _____
Please specify reason (Example: Settle Estate, Pension, etc...)

Name of Deceased: _____
First Middle - Must provide full name if known Last

Gender: Male Female Age at Death: _____

Date of Death: _____ Place of Death: _____, British Columbia
Month Day Year City/Town

Permanent Residence Before Death: _____
City/Town Province/State Country

Place of Birth: _____
City/Town Province/State Country

Step 3 - Payment Information - Select certificate type and payment method

Certificates take approximately **10 to 15 days** to be processed and delivered. **Delivery times are average delivery times and cannot be guaranteed.** All taxes and shipping included.

____ Qty. - *Death Certificate - \$80.00 each

**Add Rush Service - 5 to 8 business days (includes courier time) - \$38.00 additional courier cost

* **Death Certificate:** Contains name of deceased, age of deceased at time of death, date of death, usual residence of the deceased (province & country only), sex, marital status, registration number and date of registration.

** **Rush Service:** Rush service quoted above represents an additional cost. Please add the rush service cost to the price of the certificate (ex. \$80.00 + \$38.00 = \$118.00).

Credit Card Type:    (or) Phone me for credit card details. Phone No. (____) _____

Credit Card Number: _____ Exp. Date: _____

Name of Cardholder: _____ Cardholder Email: _____
Type/Print Name

Signature: _____ Date: _____

Charge will appear as **"Express Legal"** on credit card statement.

If paying by **money order or certified cheque** please mail the completed application along with your payment.

Any **application received with a personal cheque** will be held until such time as the cheque clears, typically 7 to 10 days.

Cheques and money orders must be made payable to **'Express Legal'**.

Step 4 - Provide Authorization

British Columbia Death Certificate Authorization

By signing this authorization, you are permitting Express Legal to request a certificate of death. Your certificate will be sent to you directly from the British Columbia Vital Statistics Agency. A completed and signed authorization must be provided.

I, _____, hereby authorize Express Legal to request
Full Legal Name of Applicant
one or more Certificates of Death from the British Columbia Vital Statistics Agency on my behalf. I further authorize Express Legal to correspond in writing or orally with the British Columbia Vital Statistics Agency with respect to this application.

Date: _____ / _____ / _____
Month Day Year

Signature: _____
Applicant - Signature must be provided



Step 5 - Submit Application

Please return your completed application and authorization to us by one of the following methods:

**Toll-Free Fax: 1.866.265.6300
or Scan & Email: bc@expresslegal.ca
or Regular Mail**

ExpressLegal, 79-622 Front Street, Nelson, BC V1L 4B7
Toll-Free Phone: 1.866.828.9680

- IMPORTANT NOTES:**
- If information is missing from the application or if additional information is required, we will contact the applicant by telephone or email.
 - All information submitted is strictly confidential and will not be used for any reason other than obtaining the requested document from the respective government agency.