

# APPLICATION FOR A DEATH CERTIFICATE



**Saskatchewan  
Health**

**Vital Statistics**

100-1942 Hamilton Street  
Regina, Saskatchewan S4P 4W2  
Telephone: 306-787-3251  
Toll Free: 1-800-667-7551 (In Sask Only)  
Fax: 306-787-2288

**THE FOLLOWING MUST BE COMPLETED BY THE PERSON REQUESTING THE DEATH CERTIFICATE**

Name (please print)	
Address (Number/Street/Apt. Number/Rural Route/Box Number)	
Community, Province/State, Country	Postal/Zip Code
Home Phone Number	Work Phone Number
Reason Why Certificate(s) is (are) required	Relationship to person named on certificate(s)
Certificates to be: <input type="checkbox"/> Same Day Service <input type="checkbox"/> Mailed <input type="checkbox"/> Picked Up	Office use only: Date picked up:
THE FOLLOWING PERSONAL IDENTIFICATION HAS BEEN PROVIDED (see reverse for types of ID required)	Document: _____ Number: _____ Document: _____ Number: _____
Signature of Applicant X _____ Date Signed _____	

**PAYMENT METHOD** (see reverse for applicable fees)

<input type="checkbox"/> Cheque <input type="checkbox"/> Money Order <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard	
Credit card #	Name on credit card
Expiry date	Amount Enclosed/Authorized \$
Signature of cardholder X _____	

**THE FOLLOWING MUST BE COMPLETED WITH INFORMATION PERTAINING TO THE REQUIRED DEATH CERTIFICATE**

SURNAME of Deceased	Given Name(s)	Age	Sex	Quantity	Size
					Framing size <b>(\$25 each)</b> 21.6 cm x 17.8 cm
Date of Death Month      Day      Year	Place of Death  <b>, SASKATCHEWAN</b>				
Residence Prior to Death			Marital Status		Certified Photocopy of Registration <b>(\$50 each)</b> Long Form
Spouse's <b>BIRTH SURNAME</b> and Given Name, if applicable					Genealogical Photocopy <b>(\$50 each)</b>
<b>BIRTH SURNAME</b> and Given Name(s) of Father			<b>BIRTH SURNAME</b> and Given Name(s) of Mother		

For Office Use Only
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## IMPORTANT INFORMATION

- Complete all sections in full. An application with incomplete information must be accompanied by a written explanation for the omission.
- You must sign and date the application.

### IDENTIFICATION REQUIRED

The person applying for the certificate **MUST** provide legible photocopies of documents confirming his or her identity.

**Acceptable documents are:**

**One piece** of government-issued photo identification **OR Two pieces** of identification - one of which must contain your signature.

Examples: Photo Driver's Licence  
Certificate of Indian Status  
Passport  
Canadian Citizenship Card

Examples: Birth Certificate  
Health Services Card  
Social Insurance Card

### CERTIFICATES OF DEATH

**Fee - \$25.00 (No GST)**

The certificate contains information extracted from the original registration filed with this office.

*Framing size* - Name of deceased, date of death, place of death, age, sex, marital status, registration number and registration date.

### CERTIFIED PHOTOCOPY OF THE ORIGINAL REGISTRATION

**Fee - \$50.00 (No GST)**

A certified photocopy of a Registration of Death contains all the information that appears on the original registration.

### GENEALOGICAL PHOTOCOPY

**Fee - \$50.00 (No GST)**

A genealogical photocopy of a Registration of Death contains all the information that appears on the original registration. This photocopy is stamped "For Genealogy Only".

### SEARCH FEE

**Fee - \$25.00 for each search period of three consecutive years or less**

The fee for each search of the indexes for the Registration of Death and the issue of a certificate respecting the registration of death or of a report of the search includes a three-year record search. *Fees are subject to change.*

### SAME-DAY ISSUING FEE

**In addition to** the certificate fee(s), a \$30.00 fee is payable if the applicant requests that the application be processed the same day that it is received in the office. On such a request, certificates will be available for pick-up that same day during regular office hours (8:30 am to 4:30 pm), or will be forwarded by the next available courier service.

*Same-day issuing does not guarantee same-day delivery.*

### METHOD OF PAYMENT

- **Do not send cash.** It is against postal regulations to send cash through the mail.
- Payments by **Cheque** or **Money Order** should be made payable to the **Minister of Finance**.
- Persons living outside of Canada should obtain an **International Money Order**.
- **VISA** and **MASTERCARD** are accepted.