

**San Joaquin County Public Health Services
Mail Application for Certified Copy of Death Certificate**

Effective July 1, 2003 California law permits only authorized individuals to receive authorized certified copies of death records required for formal legal purposes such as insurance and other benefits. If you are requesting an authorized certified copy, complete all application sections and submit with the notarized statement as described in section 4.

An informational certified copy may be obtained by any person but cannot be used to establish formal identity. If you are requesting an informational certified copy, complete sections 1 and 2 only and submit the application. A notarized statement is not required for an informational only copy.

The health department furnishes certified copies for deaths that were registered during the current and past calendar year only.

Submit this application form with the appropriate fees to:
Public Health Services – Vital Records Unit
PO Box 2009 Stockton, CA 95201-2009

Permanent records are kept at the County Recorder's Office at :
44 N. San Joaquin St., 2nd floor Ste. 260
Stockton, CA 95202
www.sjgov.org/Recorder/Vital.htm

Certificate Type Requested: ___ Authorized Certified ___ Informational Only

Number of Certificates ___ Amended ___ Pending ___ VA ___ Date Requested ___

1. Decedent/Registrant Information

Name _____ Date of Death ___/___/___

Place of Death _____

2. Requestor Information

Requested By: _____

Mail To: _____

Mail Address _____
Number and Street City State Zip Code

3. Authorized Individual Information – Complete this section if requesting authorized certified copy. Specify which category of authorized individual you are:

- ☐ A parent or legal guardian of the registrant.
- ☐ A party entitled to receive the record as a result of a court order.
- ☐ A member of a law enforcement agency or a representative of another governmental agency, as provided by law, who is conducting official business.
- ☐ A child, grandparent, sibling, spouse, or domestic partner of the registrant.
- ☐ An attorney representing the registrant or the registrant's estate; a person or agency empowered by statute or appointed by a court to act on behalf of the registrant or registrant's estate.
- ☐ A funeral director ordering certified copies of a death certificate on behalf of an individual specified in paragraphs (1) to (5), inclusive, of subdivision (a) of Section 17100 of the California Health and Safety Code.

4. Notarized Statement – A written request for an authorized certified copy must be accompanied by a notarized statement sworn under penalty of perjury that the requester is an authorized person, as required by state law. *Your application will be returned if the required statement below is not signed and notarized.* **This section is not required for an informational only copy.**

Sworn Statement

I, _____, declare under penalty of perjury under the laws of the State of California, that I am an authorized person, as defined in California Health and Safety Code section 103526 (c), and am eligible to receive a certified copy of the death record of the individual identified on this application.

Sworn this _____ day of _____, 20____, at _____, _____.
Day Month year City State

Signature

CERTIFICATE OF ACKNOWLEDGEMENT

State of _____)
County of _____)

On _____, before me _____,
(here insert name and title of the officer)

personally appeared _____

Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.
(NOTARY SEAL)

Notary Signature

Fees – Fees for certificate copies are established by state law. Include a check or money order payable to San Joaquin County Public Health Services. The current fee is \$14.00 per copy.