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ARIZONA DEPARTMENT OF HEALTH SERVICES

Date Stamp Here

Bureau of Vital Records Request for Copy of Death Certificate

Attention Applicants: All fields with an asterisk (*) next to the field header are required fields that must be completed.

Info

For Office Use Only – State File Number	Order Number	Security Paper Number(s)

Please visit the Bureau of Vital Records website https://www.azdhs.gov/policy-intergovernmental-affairs/vital-records for the following information:

- Fees - $20 Certified copy; $30 Correction/Amendment
- Locations, office hours, and availability of services
- Eligibility requirements and acceptable identification
- Correction, amendment, and registration information
- Download forms

Telephone: 602-364-1300
Apply Online: www.VITALCHEK.com (Refer to website for their current fees)

CUSTOMER MAIL IN CHECKLIST

- ☐ Clear photocopy of the front and back of your valid, signed government photo ID OR have your signature notarized
- ☐ Proof of relationship enclosed is required (birth certificates, certified court documents, marriage certificate, etc)
- ☐ Sign the application/Original signature required
- ☐ Include self-addressed stamped envelope
- ☐ Correct fee enclosed, **please do not mail cash -** https://www.azdhs.gov/policy-intergovernmental-affairs/vital-records/#fees-home
- ☐ Notary is not applicable for gov't agency requests, please submit copy of gov't agency ID

Order Info

Today's Date	# of Certified Copies Requested*	# of Non-Certified Copies Requested	☐ Death ☐ Fetal Death ☐ Stillbirth	Purpose of Request / Payment Method	Enclosed Fee
					$

Credit Card Info

Payment Information: ☐ VISA ☐ MASTER CARD ☐ AMERICAN EXPRESS ☐ DISCOVER CARD

__ __ __ __-__ __ __ __-__ __ __ __-__ __ __ __ (Card Number*) __ __ / __ __ (Card Expiration Date*) _____ (CVV#*) _____ (Billing Zip Code*)

*If credit card does not belong to applicant, you must submit a clear copy of the credit card holder's valid, current government photo ID with signature.

_____ (Print Name of Card Holder*) _____ (Signature of Card Holder*)

Amount to be Charged
$

Death Certificate Info

Date of Death*	Sex	Name on Death Certificate* First / Middle / Last
	☐ Male ☐ Female	

Place of Death – Hospital or Residence
Town/City / County / State
☐ Hospital ☐ Residence ☐ Other: _____

Funeral Home or Donation Facility

Date of Birth*

Social Security Number

Are Copies to be used for U.S. Government Claim?*
☐ Yes ☐ No (If yes, indicate type of claim)
☐ Social Security ☐ Military Allotments ☐ Veterans Pensions ☐ Payments of U.S. government or NSLI life insurance proceeds ☐ Other: _____

Person Requesting

Applicant's Full Name – Printed*
First / Middle / Last

Applicant's Signature* | **Signature Date***

Mailing Address*
Street / Apt/Suite# / City / State / Zip

Daytime Telephone Number* | **Email Address***

Your Relationship to Person on Certificate–Check One* *PROOF of relationship MUST be provided. Documentation must be provided to support eligibility.
☐ Parent ☐ Relative ☐ Grandparent ☐ Spouse ☐ Gov't Agency ☐ Other: _____

Notary Area

Applicable only if no government issued photo ID is available
State of _____ County of _____
On this _____ day of _____, 20____ before me personally appeared _____ (name of signer), whose identity was proven to me on the basis of satisfactory evidence to be the person whose name is subscribed to this document, and who acknowledges that he/she signed the above document.
Notary Signature _____ My Commission Expires: _____

Affix Seal/Stamp Here

Office Use Only

☐ ID Verified/Notarized Application
☐ Proof of Eligibility Verified
☐ CC Holder's ID Verified

Date Issued: _____

Verification:
☐ Process
☐ Insufficient

Insufficient Reason:
☐ No Fee/Incorrect Fee
☐ Incorrect Payment Type
☐ CC Expired
☐ ID Expired/Invalid
☐ Need Clear Copy of ID
☐ Need CC Holder's ID w/ Signature
☐ Need ID w/ Signature
☐ Need Signature
☐ Signatures Do Not Match
☐ Applicant Ineligible
☐ Not an AZ Record
☐ Need Documents
☐ Other: _____

ARIZONA DEPARTMENT OF HEALTH SERVICES

PARTICIPATING OFFICE LOCATIONS

For walk-in customer service, please visit your nearest local county vital records office providing walk-in services as listed below.

Please note payment types accepted at various office locations: Cash **(C)** - in person only, Money Order/Cashier's Check **(MO)**, Personal Check **(PC)**, Credit Cards **(CC)**, Debit Cards **(DC)**.

Please visit https://www.azdhs.gov/policy-intergovernmental-affairs/vital-records/#local-county or call for the most current fee schedule for each office.

State Bureau of Vital Records
Mail to: PO Box 6018
Phoenix, AZ 85005
(602) 364-1300
(C)-In Person Only (MO) (CC) (DC)
150 North 18th Ave., Ste.120
Phoenix, AZ 85007

Apache County Public Health Services District
75 West Cleveland
2nd Floor
St. Johns, AZ 85936
(928)337-7525
(MO) (CC) (DC)
Mail to: PO Box 697
St. Johns, AZ 85936

Cochise County Health and Social Services
Office of Vital Records
Sierra Vista Office
4115 E. Foothills Dr.
Sierra Vista, AZ 85635
(520) 432-9406
(C) (MO) (CC) (DC)

Douglas Office
1012 North G Ave. Ste.101
Douglas, AZ 85607
(520) 805-5606
(C) (MO) (CC) (DC)

Bisbee Office
1415 Melody Lane, Building A
Bisbee, AZ 85603
(520) 432-9411
(C) (MO) (CC) (DC)

Benson Office
126 W. 5th Street
Benson, AZ 85602
(520) 586-8200
(C) (MO) (CC) (DC)

Wilcox Office
450 S. Haskell Ave.
Wilcox, AZ 85643
(520) 384-7100
(C) (MO) (CC) (DC)
All sites offer same day service.
Please send any mail requests to the Sierra Vista or Bisbee locations only.

Coconino County Health and Human Services
2625 N. King St.
Flagstaff, AZ 86004
(928) 679-7272
(C) (MO) (CC) (DC)
https://coconino.az.gov/

Coconino County Health and Human Services
4402 E. Huntington Dr.
Flagstaff, AZ 86004
(928)679-7272
(MO) (PC) (CC)
Certified Copies of Death Certificates are Available by **Mail Only**

Gila County Health & Emergency Management Office of Vital Records
5515 S Apache Ave., Ste.100
Globe, AZ 85501
(928) 402-8811
(C) (PC) (MO) (CC) (DC)

Graham County Health Department
820 W. Main
Safford, AZ 85546
(928) 428-4441
(C) (MO) (PC) (CC) (DC)

Greenlee County Health Department Office of Vital Registration
253 5th St.
Clifton, AZ 85533
(928) 865-2601
(C) (MO)
Mail to: PO Box 936
Clifton, AZ 85533

La Paz County Vital Records Office
1112 Joshua Ave, Ste. 206
Parker, AZ 85344
(928) 669-1100
(C) (MO) (PC) (CC) (DC)

Maricopa County Office of Vital Registration Central Valley Office
1645 E. Roosevelt St.
Phoenix, AZ 85006
(602) 506-6805
(C) (MO) (CC) (DC)
Mail to: P.O. Box 2111
Phoenix, AZ 85001

Glendale Office
5141 W. Lamar Rd.,
Glendale, AZ 85301
(602) 506-6805
(C) (MO) (CC) (DC)

East Valley Office
331 E. Coury Ave.
Mesa, AZ 85210
(602) 506-6805
(C) (MO) (CC) (DC)

Northwest Valley Office
8088 W. Whitney Dr., Ste 2A
Peoria, AZ 85345
(602) 506-6805
(C) (MO) (CC) (DC)
For all Mail: PO Box 2111
Phoenix, AZ 85001

Goodyear Office
14130 W. McDowell Rd.
Goodyear AZ 85395
(602) 506-6805
(C) (CC/(DC) (MO)

Mohave County Public Health
County Administration Building Drop Box in lobby 700 W. Beale St.
Kingman, AZ 86401
Mail to: PO Box 7000
Kingman, AZ 86402
(928) 753-0748
(C) (MO) (CC) (DC)
Certified Copies of Birth Certificates are Available by **Mail Only or Drop Box**

Navajo County Public Health Services
District 117 E. Buffalo St.
Holbrook, AZ 86025
(928) 524-4750
(MO) (CC) (DC)

Pima County Health Department
Vital Records Office
3950 S. Country Club Road Ste.100
Tucson, AZ 85714
(520) 724-7932
(C) (MO) (PC) (CC) (DC)

Pima County Health Department
Northwest Service Center
1010 W Miracle Mile
Tucson, AZ 85705
(520) 724-7932
(C) (MO) (PC) (CC) (DC)

Pinal County Public Health Services District
36235 N. Gantzel Rd.
San Tan Valley, AZ 85140
1-866-960-0633
(C) (MO) (CC) (DC)

Pinal County Public Health Services District
41680 W. Smith-Enke Rd.,
Suite 110
Maricopa, AZ 85138
1-866-960-0633
(C) (MO) (CC) (DC)

Pinal County Public Health Services District
Florence - Mail Only
P.O. Box 2945
Florence, AZ 85132
1-866-960-0633
(C) (MO) (CC) (DC)

Pinal County Public Health Services District
1729 N. Trekell Rd. Ste.120
Casa Grande, AZ 85122
1-866-960-0633
(C) (MO) (CC) (DC)

Pinal County Public Health Services District
1870 W. American Ave.
Oracle, AZ 85623
1-866-960-0633
(C)(MO)(CC)(DC)

Pinal County Vital Records Office
60 E Main St
Superior, AZ 85173
1-866-960-0633
(C)(MO)(CC)(DC)

Santa Cruz County Health Services
2150 N. Congress Dr. Ste. 204
Nogales, AZ 85621
(520) 375-7773
(C) (MO) (PC) (CC) (DC)

Yavapai County Health Department
1090 Commerce Dr.
Prescott, AZ 86305
(928) 771-3125
(C) (MO) (PC) (CC/DC)
Certified Copies of Birth Certificates and Death Certificates are Available by Mail Only

Yuma County Health Services
Vital Records Department
2200 W. 28th St.
Yuma, AZ 85364
(928) 317-4530
(C) (MO) (CC)