

FOR OFFICE USE C	ONLY:
pick up	call
mail	ema

Colorado Death Certificate Request

Apply in person for same-day services Walk-in Hours: Monday-Friday 8:30 - 4:30 Correction Hours: Monday-Friday 8:30 - 3:30

Vital Records Section HSVR-VR-A1 4300 Cherry Creek Drive South Denver, CO 80246-1530 www.colorado.gov/cdphe/vitalrecords Email: vital.records@state.co.us

Phone: (303) 692-2200

Middle

City

Phone Orders: 1-866-300-8540 Online Orders: www.vitalchek.com Phone/Online Follow-Up:

1-866-632-2604 Fax Orders: 1-800-423-1108

Email:

Daytime Phone

This office has death certificates for the entire state since 1900. Death certificates are also available in the county Vital Records office where the death occurred. Death certificates are considered public record after 75 years.

Last

State

Mailing Address

ord arter	73 years.
/	Requirements:
	This request must be completed in full.
	Enclose a copy of a current driver's license, passport or State identification. (The complete list of primary
	and secondary ID's are available online at www.colorado.gov/cdphe/vitalrecords)
	Enclose appropriate fees.
	Person requesting to receive death certificate must sign below.
	Proof of relationship or legal interested is required (see reverse side).

Zip

R ation

						()
Physical Address	sical Address City		State	State Zip		Alt Phone Number	
Relationship to dece (must submit proof of r *see reverse side		Parent D Legal Represe	Spouse entative	Grandparent Other:	☐ Sibling	Child	Funeral Director
Reason for Request	: 🗖 Insurar	nce 🖵 Social Se	ecurity	☐ Property ☐ Ge	enealogy 🖵	Other:	
Deceased Inform	Deceased Information Check here if you are requesting a certificate of stillbirth						
Full Name of deceased	First		Middle	Las	t		
Date of death* (or range of dates)	Month Day	Year		rth or age at death (o	ptional)	State	of birth (optional)
Place of death	City		County		State Col	lorado ONLY	
Pursuant to Colorado Rev tangible interest in the r onment in the county jai	ecord requeste	ed. The penalties for	obtaining a	record under false pret	tenses include a	egulations, appli fine of not more	cant must have a direct and than \$1,000.00, or impris-
By signing below, I ha	ave read and	understand that t	here are p	enalties for obtainin	g a record und	ler false prete	nses. Today's date
Ways to Order: ***Order certificates onlina fer receipt of all requir ***Fax your application with 800-423-1108; outside at the end of five busines **Mail in application with common yorder payable to mailed within three week **Apply in person for same p.m., Monday-Friday. ***Credit card orders: (Card Type: VISA Cardholder name: Cardholder signature: Card Number: Card Number: Cardholder Date: Car	red documentation ith credit card in continental U.S. 1 is days upon received, money order of Vital Records. Programmer of the continental U.S. 1 is days ervice. Officially service. Officially service. Officially service.	n. formation: within continuation: within continuation: within continuation: discussion of the continuation of the continuatio	mental U.S. fas tificate(s) mai mentation. ation. Make ch Certificate(s) ion. a.m. to 4:30	*Search fee where (\$1.00 per year Cost of death certificate-t eck eck **Search fee where (\$1.00 per year Cost of death certificate-t	ifficate -\$20.00 for or one: certificates can be sypes.pdf. In certificate (entire tifficate (all legal and ath (limited legal informertificates - \$13.00 e dicate quantity of exertificate can be viewpes.pdf. ertificate (entire recordicate (all legal and no h (limited legal informa convenience charge shipping method: l (\$0.00) □ FedEx l (\$1.00 □	nknown ne (or search when viewed online at h record)	S20.00 = \$ S20
CKM-AK2T				TOTAL CHARGES			\$

Death certificates may issued to: Current spouse	Document(s) needed to prove relationship: Must be listed on death certificate.
Ex-spouse	Must present proof of direct & tangible interest (i.e. Social Security record, insurance policy).
Parent	Must be listed on death certificate.
Stepparent	Marriage certificate proving relationship to a parent that is listed on death certificate.
Grandparents/Great grandparents	Birth certificate(s) proving relationship required (cannot accept baptismals, hospital records or school records, unless the customer presents a letter from the state of birth stating no record of birth was found).
Siblings/Half siblings	Birth certificate showing at least one same parent required (cannot accept bap- tismals, hospital records or school records, unless the customer presents a letter from the state of birth stating no record of birth was found).
Children/Grandchildren/Great grandchildren	Birth certificate(s) showing relationship is required (cannot accept baptismals, hospital records or school records, unless the customer presents a letter from the state of birth stating no record of birth was found).
Step-Children	Marriage certificate & birth certificate proving relationship required.
Legal representative/Paralegals	Proof of client relationship required as well as proof of the client's relationship to the registrant.
Opposing counsel	Certificate will be mailed to court w/ motion to seal "confidential record." Name, address and case number of the court required.
Genealogists	Notarized signed release from immediate family member required as well as proof of the family member's relationship. Certificate marked "For Genealogical Use Only."
In-laws/aunts/uncles/nephews/nieces/ cousins	For death certificate 25 years or younger- Must present proof of direct & tangible interest (i.e. insurance policy, personal will, etc.).
	For death certificates over 25 years- Must present proof of relationship (a family tree would be acceptable for this case) Death certificate marked "For Genealogical Use Only."
Probate Researchers	Proof of direct & tangible interest required.
Creditors	Proof of direct & tangible interest required.
Employer	Proof of direct & tangible interest required.
Beneficiaries	Proof of direct & tangible interest required (i.e. letter on insurance company/ pension company letterhead that clearly states the applicant is a beneficiary or is eligible to file a claim).
Insurance companies	Proof of direct & tangible interest required (Insurance policy).
Hospital/Nursing home/Hospice/Physician	Proof of patient relationship required.
Funeral Directors	Must be listed on death certificate.
Informant	Must be listed on death certificate.
Others who may demonstrate a direct and tangible interest when information is needed for determination or protection of a personal or property right	Proof of direct & tangible interest required.

NOTE: Death certificates in Colorado become public record after 75 years, therefore, no proof of relationship or legal interest is required for these certificates.