



PUBLIC HEALTH

VITAL RECORDS

Death Certificate Order Form

This form is only for ordering death certificates for deaths which occurred in Lane County less than 6 months ago.

To order death certificates for deaths which occurred more than 6 months ago, please contact Oregon State Vital Records in Portland, OR.

151 W. 7th Ave, Room 520, Eugene, OR 97401 ✦ Hours: 9 AM – 4:30 PM ✦ Phone: 541-682-4045 ✦ Fax: 541-682-9825

Instructions:

- Walk-In: Request in-person at Lane County Vital Records for same-day service. (Credit cards accepted!)
- Mail Orders: Include copy of valid photo ID of requestor, check or money order, \$25 per certificate, payable to Lane County Vital Records, and a self-addressed envelope with postage. Please do not mail cash.

Long form certificates (with cause of death) _____ Short form certificates (without cause of death) _____
 (Contains personal & medical information) (Quantity) (Contains personal information only) (Quantity)

Name of deceased:

 First Middle Last Name

 Date of death: (MM / DD/ YYYY) City of death Funeral home

Name of person ordering:

 First Middle Last Name

 Relationship to decedent Phone

Address (required):

 City State Zip

 Signature Date

In Accordance with law – ORS 432.120, access to birth records is restricted for 100 years to registrant, family members, legal representatives, government agencies and persons licensed or registered under ORS 703.430. Legal guardians must enclose a copy of the legal document. If you are not eligible, enclose a written permission note with a notarized signature of an eligible person. Providing false information is a felony under ORS 432.900.

OFFICE USE ONLY. DO NOT WRITE BELOW THIS LINE.

OR DL: _____ Exp. Date ____ / ____ / ____ Pmt Type: Cash / CC / Check-MO# _____

Passport or Other ID: _____ Exp. Date ____ / ____ / ____ Today's Date: _____

Exchange Returned Cert #s: _____ - _____ Certificate Number(s) _____ - _____

Case # _____ Order # _____ Amount Received: \$ _____