

Death Certificate Eligibility Requirements:



- **Current Spouse:** Must be listed on death certificate.
- **Ex-Spouse:** Must present proof of direct and 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.
- **Siblings/Half Siblings:** Birth certificate showing at least one same parent required (cannot accept baptisms, hospital records or school records, unless the customer presents a letter from the state of birth stating no record of birth was found).
- **Children:** Birth certificate(s) showing relationship is required (cannot accept baptisms, 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 and 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 with motion to seal "confidential record". Name, address, and case number of the court required.
- **Genealogists:** Notarized signed release from the 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 certificates 25 years or younger – Must present proof of direct and 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 and tangible interest required.
- **Creditors:** Proof of direct and tangible interest required.
- **Employer:** Proof of direct and tangible interest required.
- **Beneficiaries:** Proof of direct and 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 and 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 and tangible interest required.

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- **Attorney-in-fact/Agent (Power of Attorney):** Must present a Durable Power of Attorney that has been signed by the “principal” (person they are representing) and notarized. Durable Power of Attorneys are indefinite unless specified in the document or upon death. We do not accept Medical Power of Attorney. Review the Power of Attorney carefully, since some provide a limited amount of authority to the “attorney-in-fact” or “agent”.
- **Consular Corps/Consulate Offices:** Must present credentials verifying their connection to the Consulate.