



**TENNESSEE DEPARTMENT OF HEALTH  
OFFICE OF VITAL RECORDS**

**APPLICATION FOR CERTIFIED COPY OF CERTIFICATE OF DEATH**

Date: \_\_\_\_\_

Number of Copies \_\_\_\_\_  
Enclose \$15.00 for each copy.

Full Name of Deceased: \_\_\_\_\_  
First Middle Last Name

Date of Death: \_\_\_\_\_ Sex: Male or Female Age at Death: \_\_\_\_\_  
Month Day Year

Place of Death: \_\_\_\_\_  
City County State

Name of Funeral Home: \_\_\_\_\_

Location of Funeral Home: \_\_\_\_\_  
City County State

Signature of Person Making Request: \_\_\_\_\_

Relationship to the Deceased: \_\_\_\_\_

Purpose of Copy: \_\_\_\_\_

Cause of Death is available only to the decedent's parent, child, spouse, or an attorney or agency acting on behalf of the decedent's estate or qualifying family member. Copies of any legal documents, where applicable, should also be submitted.

Do You Want the Certificate to Show Cause of Death?  YES  NO

Telephone Number Where You may be Reached for Additional Information: ( ) \_\_\_\_\_

**IT IS UNLAWFUL TO WILLFULLY AND KNOWINGLY MAKE ANY FALSE STATEMENT ON THIS APPLICATION.**  
\* Government Issued ID Required With Signature

A fee of \$15.00 is charged for the search of the records even if no record is found and includes one copy if the record is filed in this office. If the certificate is not found with the date of death you provide, a search will be made in the records for the year before and the year after the date indicated; this search is routine and is included in the \$15.00 fee. Do not send cash. Send a check or money order made payable to Tennessee Vital Records. In addition, unless this application is notarized, you must send a photocopy of a government issued ID showing your signature. If you have not received a response within 45 days, please write or call Tennessee Vital Records at 615-741-1763.

PH-1663 (Rev.05/15)

RDA 10112

**FILL OUT BELOW/ DO NOT DETACH**

PRINT name and address of person to whom the certified copy is to be mailed.

SEND TO:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address or Route:

\_\_\_\_\_  
City State Zip Code

**Tennessee Vital Records**  
Andrew Johnson Tower, 1<sup>st</sup> Floor  
710 James Robertson Parkway  
Nashville, TN 37243