



1198 West Victory Way  
Craig, Co, 81625

## Application for Certified Copy of Death Certificate

Colorado has death records for the entire state since 1900. Certified copies of death certificates are available in the county where death occurred.

### Information about person whose death certificate is requested – please type or print.

Full name of deceased	First	Middle	Last		
Date of Death	Month	Day	Year	Age at death	State of Birth
Place Of Death	City	County	State <b>Colorado ONLY</b>		
Reason for Request	Today's Date				
Type of Certificate	FULL VERSION	LEGAL VERSION	VERIFICATION ONLY		

**Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00, or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118)**

By signing below, I have read and understood that there are penalties for obtaining a record under false pretenses. All requests must be accompanied by a photocopy of the requestor's identification before processing.  
**PLEASE RETURN YOUR REQUEST WITH A PHOTOCOPY OF YOUR DRIVER'S LICENSE, STATE ID, OR PASSPORT.**

Printed Name of Person Making Request	Your Relationship to Deceased (Proof of relationship required*see reverse side)			
Signature of Person Making Request				
Address	City	State	Zip	Daytime Phone ( )

### Ways to Order

Apply in Person at the county in which death occurred in for records before 2015.  
Monday thru Friday from 9:00 am – 4:00 pm

Mail or drop off your completed application with credit card information, proof of ID, and proof of relationship to the address above.

### Charges

\$20.00 = For 1<sup>st</sup> copy (or search fee when no record is found);  
\$13.00 = for each additional copy  
(Same request at the same time)  
\$13.00 Exchange Fee / \$20 Correction (Amended) Fee \$ \_\_\_\_\_  
VA Copy \$ 0  
Certified Mail Extra \$5.00 Charge

**Mail or Pickup** \_\_\_\_\_ Number of copies requested = TOTAL: \$ \_\_\_\_\_

**Credit Card Orders – Please note we cannot take prepaid credit cards**  
 Card Type: Visa    Mastercard    Registrant Name: \_\_\_\_\_  
 Cardholder Name: \_\_\_\_\_ Exp. Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CID \_\_\_\_\_  
 Card Number: \_\_\_\_\_  

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**OFFICE USE ONLY**  
 Cash \_\_\_\_\_ Check# \_\_\_\_\_ Other \_\_\_\_\_

Date prepared \_\_\_\_\_

DCN # \_\_\_\_\_

**\*Certified copies of death certificates may be issued to:**

(Proof of relationship is required: e.g., marriage certificates, birth certificates, court orders)

- Parents
- Grandparents and Great Grandparents
- Stepparents
- Siblings
- Spouse
- Ex-spouse with proof of direct and tangible interest
- Adult children, stepchildren or grandchildren of the deceased
- In-laws, aunts, uncles, nieces, nephews, cousins if it is needed to administer the deceased’s estate or other direct and tangible interest
- Legal representatives of any of the above
- Decedent’s physician
- Funeral Director
- Employer of decedent so benefits
- Insurance company processing decedent’s claim or death benefits
- Probate researchers
- Genealogists representing immediate family members with appropriate credentials
- Creditors
- Others who may demonstrate a direct and tangible interest when information is needed for determination or protection of a personal or property right
- Informant listed on the requested death certificate

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