

San Juan Basin Health Department Vital Records
Application for Certified Copy of a Death Certificate

www.sjbhd.org

Number of Copies _____ Total Fee _____ CK _____ Cash _____

FEE: \$17 for first copy (or search when no record found)

\$10 for each additional copy of same record when ordered at the same time

FEES ARE NON-REFUNDABLE

Make checks or money orders payable and send to:

San Juan Basin Health Department
 Mail: P.O. Box 140
 Physical location: 281 Sawyer Dr
 Durango, CO 81302
 970-247-5702

Pagosa Office
 Mail: P.O. Box 597
 Physical location: 502 S. 8th St
 Pagosa Springs, CO 81147
 970-264-2409

Application accepted by _____ Date: _____
 Certificate printed by _____ Certificate #: _____
 Certificate released by _____

Information about person for 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		Reason for request
Place of death	City	County	State COLORADO
<p>Pursuant to Colorado Revised Statutes §25-2-117 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).</p> <p>By signing below, I have read and understand that there are penalties for obtaining a record under false pretenses. All requests must be accompanied by a copy of the requestor's identification before processing. <u>IMPORTANT: PLEASE RETURN THIS APPLICATION WITH A COPY OF YOUR DRIVER'S LICENSE, STATE ID, PASSPORT, OR OTHER APPROVED IDENTIFICATION. FOR COMPLETE LIST OF APPROVED IDENTIFICATION, SEE BELOW.</u></p>			
Signature of person making request		Relationship to Decedent - <i>see below</i>	Date of Request
Address		City	State
		Zip Code	Daytime Phone
			(Office Use Only)

All requests for death certificates must be accompanied by a copy of the requestor's identification before processing.

Death certificates are available only for deaths occurring in La Plata County. For other Colorado deaths, contact the county where the death occurred or Colorado Department of Health and Environment at 303-692-2200. Certified copies of death certificates are issued on Banknote paper.

Certified copies of death certificates may be issued to:

- ❖ Spouse
- ❖ Parents
- ❖ Grandparents
- ❖ Stepparents
- ❖ Siblings
- ❖ Adult children or grandchildren of the registrant
- ❖ Stepchildren
- ❖ Legal guardian
- ❖ Legal representatives of any of the above
- ❖ Genealogists representing family members with appropriate credentials

Please note that proof of relationship is REQUIRED: (e.g.: your marriage certificate, your birth certificate, or court orders)

What do I need to obtain a certified copy of a death certificate?

At least one of the following:

- Alien Registration/Permanent Resident Card
- Certificate of US Citizenship
- CO Department of Corrections ID Card
- Employment Authorization Card
- Foreign Passport
- Photo Driver's License
- Photo ID Card
- School, University or College ID Card
- Temporary Resident Card
- US B1/B2 Visa card & Valid I94 card
- US Certificate of Naturalization
- US Citizen Identification Card
- US Military Identification Card
- US Passport

Or at least 2 of the following:

- Acknowledgement of Paternity Document
- Birth Certificate of Applicant
- CO Temp Driver License Renewal Form
- Court order for adoption or name change
- Craft or Trade license
- DD-214
- Divorce Decree
- Hospital Birth Worksheet
- Hunting or Fishing License
- Income tax return
- IRS-TIN Card
- Marriage License
- Medicare card
- Merchant Mariner Card
- Mexican Voter Registration card
- Motor Vehicle Registration/Title
- Pilot License
- State, territorial, or federal prison or correction card
- Probation documents
- Property tax return
- Selective Service Card
- Social Security Card
- Social Services Card
- Tribal ID Card
- Voter Registration Card
- Weapon or Gun Permit
- Work ID, Paycheck Stub or W-2
- Non-Expiring State ID card

Not acceptable in any circumstance:

- Matricula Consular Cards
- Birth Certs issued by foreign govts.
- City & County detention center ID cards
- Novelty ID Cards
- Souvenir birth certificates
- Veterans Universal Access ID cards
- Undated documents
- ID cards for Katrina evacuees issued by FEMA and others

