

# APPLICATION FOR CERTIFIED COPY OF DEATH CERTIFICATE

(This form **MUST** be completed **IN FULL**)

**Larimer County only has records of deaths that occurred within Larimer County**

Larimer County Department of Health and Environment  
 Vital Statistics Section  
 1525 Blue Spruce Drive  
 Fort Collins CO 80524  
 (970) 498-6710

**FEES:** \$17.00 for the first copy  
 \$10.00 for each additional copy of the  
 Same record ordered at the same time.

MAKE CHECKS PAYABLE TO LCHD

Information about person whose birth certificate is requested – Please type or Print

FULL NAME OF DECEASED	FIRST	MIDDLE	LAST
DATE OF DEATH	MONTH	DATE	YEAR
			AGE AT DEATH
PLACE OF DEATH	CITY		COUNTY
			STATE COLORADO
REASON FOR REQUEST			TODAY'S DATE

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 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 THE REQUEST ALONG WITH A PHOTOCOPY OF THE DRIVER'S LICENSE, STATE ID OR PASSPORT OF THE PERSON THAT SIGNED BELOW.**

Signature of person making request	Relationship to Deceased*	Driver's license #	State	Expire date
Address	City	State	Zip	Daytime phone ( )

**\*Proof of relationship may be needed**

**TO ORDER:** **Apply in person** for same day service. Office hours are 8:00 am to 4:15 pm Monday –Friday.  
**Order by Fax** with credit card information. \*\*\*\$7.50 service charge will be added Fax number 970-498-6715  
 Certificates will be mailed the next business day.  
**Mail** in application with check, money order, or credit card. **Credit cards there is a \$7.50 service charge added**  
 Certificates will be mailed the next business day.

**WAYS TO MAIL:** **Regular mail:** no extra charge  
**UPS** \$20.00 for weekday overnight delivery. \$32.50 for next day Saturday delivery.

**DELIVER TO YOU BY:** Regular Mail \_\_\_\_\_ UPS \_\_\_\_\_ UPS Saturday \_\_\_\_\_

Credit Card Orders: Visa \_\_\_\_ MasterCard \_\_\_\_ Discover \_\_\_\_ American Express \_\_\_\_

**NUMBER OF COPIES** \_\_\_\_\_

**Cardholder's Signature:** \_\_\_\_\_

**Card Number:** | | | | | | | | | | | | | | | | | | | | | |

**Exp. Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

**IF YOU ARE OBTAINING A CERTIFICATE FOR SOMEONE OTHER THAN YOURSELF OR YOUR CHILD, YOU WILL NEED TO SUBMIT PROOF OF RELATIONSHIP.** (See frequently asked questions)

