

INSTRUCTIONS FOR DEATH CERTIFICATE APPLICATION

- Fill out application
- Scan and email or send through USPS back to the Health Department
- If you do not have a picture ID or it has expired, please send 2 official documents that have your name and address. These documents could include a doctor's bill, bank statement, pay stub etc.
- Write in your credit card information or if you do not feel comfortable doing so, please call us at 317-346-4367. We will take your credit card information over the phone. You can also pay with a money order or drop into the office and pay with cash. (please do not send cash through the mail)
- Once we have your information and payment, we will process your order usually that day or the next.
- Should you decide to come into the office, you will receive your order at that time.

EMAILS AND PHONE NUMBERS:

Cheryl Snider VRP-S	csnider@co.johnson.in.us	317-346-4367
Ricki Freshour	rfreshour@co.johnson.in.us	317-346-4382
JoEllen Michener	Jmichener@co.johnson.in.us	317-346-4366

DEATH CERTIFICATES ARE 20.00 EACH plus processing fee if paying by credit card





APPLICATION FOR DEATH RECORD JOHNSON COUNTY INDIANA

Death certificates are filed in the county in which the death occurred.

PICTURE IDENTIFICATION IS REQUIRED!

We reserve the right to reject any application.

Today's Date:	<u>Where did the person Pass? Name of facility, hospital or address :</u>	
Number of Copies:		
Date of Death:		
Decedent's Name:		
Your relationship with the Deceased:		
Purpose in which the record will be used:		
Printed name of Applicant:		
Signature of Applicant:		
Address of Applicant:		
Phone number of Applicant		
CHECKS MUST BE A COMPANY CHECK. DO NOT SENT CASH THROUGH THE MAIL		
If you do not feel comfortable completing your credit card information, please call the office at 317-346-4367		
Credit Card number:		
Expiration Date:	CCV:	
Signature:		
OFFICE USE ONLY		
Date Received:	Receipt Number	Date Mailed:
Check Number:	Amount:	Initials:
Death certificates are 20.00 each (plus processing fee if paying by credit card)		ID