

Death Certificates

Who is eligible to obtain a death certificate copy?

- The spouse, parent, child or sibling of the deceased
- Other persons who have a:
 - documented lawful right or claim
 - documented medical need
 - New York State Court Order

What is a lawful right or claim?

If the applicant is not the spouse, parent, child or sibling of the decedent, a lawful right or claim must be documented. An example of a lawful right or claim would be a death record needed by the applicant to claim a benefit. Documentation would consist of an official letter from the agency verifying that to process the claim they require from the applicant a copy of the requested death record.

Identification Requirements - application *must* be submitted with copies of either A or B:

- A. One (1) of the following forms of valid photo-ID:
 - Driver license
 - State issued non-driver photo-ID card
 - Passport
 - U.S. Military issued photo-ID
- B. Two (2) of the following showing the applicant's name and address:
 - Utility or telephone bills
 - Letter from a government agency dated within the last six (6) months

What is the fee for a death certificate copy?

- The fee is \$10.00 per death certificate certified copy.
- The fee is \$22.00 per death certificate genealogy copy.

Important Notes:

- Failure to include necessary identification will result in rejection of your application.
- Copy of Passport required in addition to the above ID if request is made from a foreign country that requires a U.S. Passport for travel.

PLEASE COMPLETE THE FORM: APPLICATION TO LOCAL REGISTRAR FOR COPY OF DEATH RECORD, INCLUDE A CHECK OR MONEY ORDER MADE OUT TO: "VILLAGE OF DOBBS FERRY" FOR \$10.00 PER COPY REQUESTED, (\$22.00 PER COPY REQUESTED FOR GENEALOGY COPY), AND A COPY OF A VALID ID AND MAIL IT TO:

MS. ELIZABETH DREAPER
VILLAGE CLERK & REGISTRAR OF VITAL STATISTICS
VILLAGE OF DOBBS FERRY
112 MAIN STREET
DOBBS FERRY, NEW YORK 10522