

DEATH CERTIFICATE WALK-IN OR MAIL APPLICATION FORM

FOR FRANKLIN COUNTY DEATHS ONLY

Instructions:

1. Complete the form below for each certificate request.
2. Take completed form to Cashier window and pay \$25 for each certificate copy request (cash, check, credit cards, and debit cards are accepted).
3. Bring payment receipt and application to the Drop Off window to complete your request.

For VS office use only:

Reg#: _____

Microfilm date: _____

Aff/Supp MF date: _____

Note: Due to storage on microfilm some certificate requests may take longer to process.

Number of Certificates Requested

Check the box of the number of copies that you are requesting:

1 2 3 4 Other: _____

How & When Do You Want to Receive Your Certificates?

Check the box next to how you would like to receive your certificates:

Same day service Next day pick-up Next day mail-out

Information on Certificate Being Requested

First Name	Middle Name	Last Name on Certificate
Place of death FRANKLIN COUNTY ONLY	City, Village, or Township where deceased	Date of Death / / Month Day Year
Funeral home who handled arrangements		
Your signature	Current Date / / 20	Phone # () -

Your Information (person requesting certificate)

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____