



DEATH CERTIFICATE INFORMATION

Decedent's Legal Name: First _____ Middle _____ Last _____

After the Death Certificate Worksheet is received by the Funeral Home, the Funeral Director will enter the information provided and a proof will be sent to the informant listed to verify that the information is correct. If any corrections are needed, those corrections will need to be emailed to the Funeral Home at services@hamilton-mylanfuneralhome.com. If no corrections are needed an email should be sent to the same address verifying the Death Certificate is good to go forward in the process. Some corrections may require proof of legal documentation to verify the information provided.

Once this process is completed, the Death Certificate will move forward to the medical doctor provided to the Funeral Home to sign. Upon the doctor's signature it will be forwarded to the Medical Examiner's office for review and approve. After it is approved the Funeral Director will order the amount of Death Certificates the Informant has requested and the proper entity, such as a County Health Department, will contact the Funeral Home when they are ready for pickup and release to the Informant.

The Funeral Director will explain the cost of the certificates and/or the fees associated by the other entities, such as the County or the Medical Examiners, during the initial arrangement meeting.

Listed below are several reasons why you may need certified copies:

- ❖ _____ To collect life insurance, one for each insurance company.
- ❖ _____ To close or transfer bank accounts (the bank will often return it).
- ❖ _____ To transfer titles to vehicles – one copy can transfer all titles.
- ❖ _____ To transfer stocks, bonds, and investments – one for each broker.
- ❖ _____ May be needed to obtain union benefits.
- ❖ _____ May be needed for the Internal Revenue Service and/or Social Security.
- ❖ _____ Insured credit cards, loans and home mortgages.
- ❖ _____ To transfer titles to real estate.
- ❖ _____ Personal requests from children, family, relatives.
- ❖ _____ Total number needed.

\$ _____ x _____ = \$ _____
