

REQUEST FOR VERIFICATION OF A MICHIGAN DEATH RECORD

Michigan Department of Health and Human Services

For Additional Information: 517-335-8666

www.michigan.gov/vitalrecords

Please type or print clearly and legibly

| APPLICANT (PERSON REQUESTING VERIFICATION) | | DATE: / / |
|--|--|--------------------------------------|
| Agency Name | | Area Code and Phone Number () |
| Applicant's Name | | |
| Mailing Address | | |
| City/State/Zip | | |

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| APPLICANT'S SIGNATURE (Sign Here) _____ Must be signed in order to process. By signing this application, I understand that I am agreeing to pay for a search of the State of Michigan vital records. This does not guarantee that a record will be found. |
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VERIFICATION INFORMATION - A request for a verification of a Michigan death record will be returned to you stamped with an indication that a record was identified which matched the supplied facts, or that no record could be identified which matched the supplied facts. State law (MCL 333.2881(2)) allows for verification of **ONLY name of the subject of the death record, date of death, place of death and filing date (date the record was originally filed or received by the local registrar – not date of issuance)**. This information must match exactly what is on the record. No copy of the record or additional information can be verified or supplied by the Vital Records Office. State law requires an \$18.00 fee for each search of the facts for verification.

| FACTS TO BE VERIFIED |
|---|
| Must match exactly what is on the record |
| Decedent's Name |
| _____ First Middle Last |
| Date of Death |
| _____ Month Day Year |
| County of Death |
| Date of Filing - Enter ONLY if you have a copy of the record. (Date the record was originally filed or received by the local registrar and not the date of issuance) |
| _____ Month Day Year |

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| VERIFICATION STAMP (Vital Records Official Stamp) |
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| PAYMENT – For mail-in requests, payment can be made in U.S. funds by check or money order payable to the "State of Michigan". In addition, cash or a credit card can be used for counter requests. No checks if same-day service is requested. | |
| Each Verification Search (Non-Refundable) | \$ 18.00 |
| * EXPEDITED SEARCH \$12.00 (In addition to the regular search fee) | Add \$ |
| TOTAL: | \$ |

| TURN-AROUND TIME |
|--|
| REGULAR SEARCH - Processing time for mail-in requests will be approximately 3 weeks, depending on volume of requests received. |
| EXPEDITED SEARCH – Processing time for a mail-in request will be approximately 2 weeks, depending on volume of requests received. A counter request will be processed in 1-2 hours. |

We cannot process your request without payment. When mailing, please remember to include check or money order.

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| <u>IF REGULAR SEARCH:</u> VITAL RECORDS REQUESTS P.O. Box 30721 Lansing MI 48909 | <u>IF EXPEDITED SEARCH:</u> VITAL RECORDS RUSH P.O. Box 30721 Lansing MI 48909 |
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If you wish to have the results of the verification faxed to you, please indicate the fax number here:

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