

ORDER FORM

VITAL RECORDS: DEATH CERTIFICATE

FEE REQUIRED

Please complete this form if you are requesting a death certificate.

We can provide certified death certificates up to 6 months from the date for deaths that occurred in Multnomah County.

Death records can be released to immediate family members, grandparents/grandchildren, legal representatives or to persons or agencies with a personal or property right. Anyone else will need a notarized permission note from a family member. You must provide the information to prove eligibility to receive a death record. Additional documents may be required.

You must include a copy of the requestor's current photo ID.

- Photo ID can be Driver's License, Passport, Military ID, etc.
- Visit OHA's Eligibility to Order Vital Records webpage for a complete list of ID options.
- No picture ID? Please call us.

Send or deliver your completed form to us:

Multnomah County Vital Records
847 NE 19th Avenue, Suite 350
Portland, OR 97232

Scan QR to submit the order online.



If it is after 6 months from the date of death, visit www.healthoregon.org/chs to order from the state vital records office.

FEE REQUIRED

Name of Deceased

First Name

Middle Name

Last Name

Date of Death

Month

Day

Year

Place of Death

Hospital or Facility

City

County

Name of Requestor

Home Address

Mailing Address

City

State

Zip

Phone Number

Email

Reason for Requesting Record

Your (Requestor) Relationship to Deceased

There are 2 types of death certificates. Indicate which type(s) you are requesting and quantity of each.

Short/fact of death (used for property transfer, termination of accounts, landlords and other legal need unrelated to cause of death).

1 - (\$25.00)

2 - (\$50.00)

3 - (\$75.00)

4 - (\$100.00)

Other quantity (additional copies are \$25.00 each)

Long with cause of death (used for insurance and other benefit claims related to cause of death).

1 - (\$25.00)

2 - (\$50.00)

3 - (\$75.00)

4 - (\$100.00)

Other quantity (additional copies are \$25.00 each)

In accordance with law - ORS 432.380, access to death records is restricted for 50 years to the decedent's spouse, domestic partner who is registered by the state, child, parent, sibling, grandparent, grandchild, next of kin, legal guardian immediately before death or legal representative, an authorized representative, a person in charge of disposition, a government agency acting in the conduct of its official duties, an employee or agent of the funeral home or person acting as a funeral service practitioner who is named in the record of death or a person that demonstrates to the satisfaction of the state registrar that the certified copy is necessary for a determination related to the protection of a personal or property right of the applicant. Warning - providing false information is a felony under ORS 432.993.

◆ If you should have any questions, please do not hesitate to call our office at 503-988-3745.

Signature

Date

SUBMISSION CHECKLIST

- ☐ **Attach Photo ID:** A copy of the requestor's current personal photo ID is required in order to fill your request. Photo ID can be Driver's License, Passport, Military ID, etc.
- ☐ Include eligibility documents (if necessary).

PAYMENT OPTIONS

➤ Make checks or money orders payable to: Vital Records

➤ Please mail or deliver your completed Form and all required documents to:

Multnomah County Vital Records
847 NE 19th Avenue, Suite 350
Portland, OR 97232