



Enskri non ou pou vote:
Register to vote:

<http://www.nycceb.info/nyc-votes/registering/>

Biwo Eta Sivil (Office of Vital Records)
125 Worth Street, CN-4, Room 133
New York, N.Y. 10013-4090

**GADE ENSTRIKSYON YO AK
FRÈ POU PEYE YO ANBA A AK
SOU PAJ 3 AK 4
SEE INSTRUCTIONS AND
APPLICABLE FEES BELOW
AND ON PAGES 3 AND 4**

APLIKASYON POU SÈTIFIKA LANMÒ DEATH CERTIFICATE APPLICATION

(Tanpri ekri klèman ak lèt detache epi mete mezi enfòmasyon ou kapab ann angle. Li kapab pran plis tan pou travay sou fòm yo soumèt nan lòt lang.)

(Please print clearly and fill out as much information in English as you can. Forms submitted in other languages might take longer to process.)

1. NON FANMI MOUN LAN LÈ LI MOURI / LAST NAME AT TIME OF DEATH				2. PRENON / FIRST NAME				3. <input type="radio"/> FANM / FEMALE <input type="radio"/> GASON / MALE																					
4. DAT LANMÒ A / DATE OF DEATH <table style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">MWA</td> <td style="width: 25%;">JOU</td> <td style="width: 25%;">ANE</td> <td style="width: 25%;">MM</td> <td style="width: 25%;">DD</td> <td style="width: 25%;">YYYY</td> </tr> </table>				MWA	JOU	ANE	MM	DD	YYYY	5. SI OU PA KONNEN EGZAKTEMAN KI DAT LI TE MOURI / IF YOU DON'T KNOW THE EXACT DATE OF DEATH KÒMANSE CHÈCHE <table style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">MWA</td> <td style="width: 25%;">JOU</td> <td style="width: 25%;">ANE</td> <td style="width: 25%;">MM</td> <td style="width: 25%;">DD</td> <td style="width: 25%;">YYYY</td> </tr> </table> BEGIN SEARCH				MWA	JOU	ANE	MM	DD	YYYY	FINI CHÈCHE <table style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">MWA</td> <td style="width: 25%;">JOU</td> <td style="width: 25%;">ANE</td> <td style="width: 25%;">MM</td> <td style="width: 25%;">DD</td> <td style="width: 25%;">YYYY</td> </tr> </table> END SEARCH				MWA	JOU	ANE	MM	DD	YYYY
MWA	JOU	ANE	MM	DD	YYYY																								
MWA	JOU	ANE	MM	DD	YYYY																								
MWA	JOU	ANE	MM	DD	YYYY																								
6. KOTE LI MOURI A PLACE OF DEATH		7. MINISIPALITE / BOROUGH MAN <input type="radio"/> BRONX <input type="radio"/> BKLYN <input type="radio"/> QUEENS <input type="radio"/> SI <input type="radio"/>		8. LAJ / AGE		9. KONBYEN KOPI OU BEZWEN? HOW MANY COPIES DO YOU NEED?		10. ÈSKE OU BEZWEN YON LÈT EGZANPLIFIKASYON? DO YOU NEED A LETTER OF EXEMPLIFICATION <input type="radio"/> WI / YES <input type="radio"/> NON / NO																					
11. NON MADANM/MARI OSWA KONJWEN SPOUSE OR DOMESTIC PARTNER'S NAME			12. DÉNYE ADRÈS LI TE GENYEN LAST KNOWN ADDRESS				13. METYE MOUN KI MOURI A OCCUPATION OF DECEASED																						
14. NON PAPA/PARAN LI / FATHER / PARENT'S NAME						15. NON MANMAN / PARAN AVAN LI TE MARYE MOTHER / PARENT'S NAME BEFORE MARRIAGE																							
16. NIMEWO SEKIRITE SOSYAL / SOCIAL SECURITY NUMBER						17. NIMEWO SÈTIFIKA (si ou konnen li) / CERTIFICATE NUMBER (if known)																							
18. POUKISA OU BEZWEN SÈTIFIKA SA A? WHY DO YOU NEED THIS CERTIFICATE?						19. KISA OU YE POU MOUN KI MOURI A? WHAT IS YOUR RELATIONSHIP TO DECEASED?																							
TANPRI EKRI ADRÈS POSTAL OU AK ENFÒMASYON KONTAK OU ANBA A KLÈ AN LÈT DETACHE PLEASE PRINT YOUR MAILING AND CONTACT INFORMATION CLEARLY BELOW																													
NON / NAME				NIMEWO TELEFÒN LAJOUNEN DAYTIME PHONE NUMBER				<table style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">[] [] [] []</td> <td style="width: 25%;">[] [] [] []</td> <td style="width: 25%;">[] [] [] []</td> <td style="width: 25%;">[] [] [] []</td> </tr> <tr> <td colspan="2">Areya Kòd Area Code</td> <td colspan="2">Nimewo Telefòn Telephone Number</td> </tr> </table>				[] [] [] []	[] [] [] []	[] [] [] []	[] [] [] []	Areya Kòd Area Code		Nimewo Telefòn Telephone Number											
[] [] [] []	[] [] [] []	[] [] [] []	[] [] [] []																										
Areya Kòd Area Code		Nimewo Telefòn Telephone Number																											
RI ADRÈS / STREET ADDRESS			NIMEWO APATMAN. / APT. NO.																										
VIL / CITY		ETA / STATE		KÒD POSTAL / ZIP CODE				ADRÈS IMÈL E-MAIL ADDRESS																					
20. ÈSKE OU BEZWEN KÒZ LANMÒ A? / DO YOU NEED THE CAUSE OF DEATH? <input type="radio"/> WI / YES <input type="radio"/> NON / NO W ap kapab jwenn kòz lanmò a si relasyon ou ak moun ki mouri a nan lis ki anba a: You may only obtain cause of death if your relationship to the deceased is listed below: Tanpri tcheke bon repons la / Please check the appropriate box <input type="radio"/> Mari, Madanm, oswa Konjwen / Spouse or Domestic Partner <input type="radio"/> Paran oswa Pitit / Parent or Child <input type="radio"/> Frè oswa Sè / Sibling <input type="radio"/> Granparan / Grandparent <input type="radio"/> Pitit-Pitit / Grandchild <input type="radio"/> Moun ki gen kontwòl dispozisyon sou sètifika lanmò a Person in control of disposition on death certificate						21. FRÈ / FEES \$15 pa kopi x _____ kopi \$ _____ \$15 per copy x copies Pri kopi sètifika yo gen ladan yon rechèche de (2) ane youn apre lòt Cost of certified copy includes a two consecutive year search \$3 pou chak ane an plis ou te chèche x _____ ane \$ _____ \$3 for each extra year searched x years Montan Total ou Mete: \$ _____ Total Amount Enclosed: SI NOU PA JWENN DOSYE A, W AP RESEVWA YON "DEKLARASYON NOU PA JWENN LI" SÈTIFYE IF RECORD IS NOT ON FILE, A CERTIFIED "NOT FOUND STATEMENT" WILL BE ISSUED																							

<p>22. SIYATI KLIYAN AN. SI SE PA LAPÒS LI DWE NOTARYE CUSTOMER SIGNATURE. IF BY MAIL MUST BE NOTARIZED</p> <p>Depi mwen siyen anba a, men di mwen se moun mwen deklare mwen ye nan dokiman an. Mwen deklare enfòmasyon ki nan fòm sa a konplè ak egzat. An plis, mwen rekonèt si mwen bay move idantite pou mwen oswa mwen pran idantite yon lòt moun, tankou mwen bay yon fo siyati, sa a se yon krim epi moun ki komèt zak lan kapab gen yon amann jiska \$2,000 pou peye.</p> <p>By my signature below, I state I am the person whom I represent myself to be herein. I affirm the information within this form is complete and accurate. In addition, I acknowledge that misstating my identity or assuming the identity of another person including forging a signature may subject me to a misdemeanor and violators may also be subject to a fine of up to \$2,000.</p>	<p>FOR NOTARY PUBLIC USE ONLY (SÈLMAN NOTÈ PIBLIK GENDWA ITILIZÈ PATI SA A)</p>		
<p>_____ Siyati (obligatwa) Signature (required)</p>	<p>_____ Dat la Date</p>	<p>APPLICATIONS SUBMITTED BY MAIL MUST BE NOTARIZED</p> <p>STATE OF _____</p> <p>COUNTY OF _____</p> <p>SUBSCRIBED AND SWORN BEFORE ME: THIS _____ DAY OF _____, 20 _____</p> <p>_____ NOTARY PUBLIC SIGNATURE</p>	<p>NOTARY PUBLIC SEAL</p>

Nou pa aksepte kat kredi pou kòmand pa lapòs. Tanpri ekri chèk oswa manda postal (money order) ou nan non NYC Department of Health and Mental Hygiene. Si ou nan yon peyi etranje, voye yon manda postal entènasyonal oswa chèk ki soti nan yon bank Etazini. **Nou pa aksepte lajan kach pa lapòs oswa fas-a-fas.**
Credit cards are not accepted for mail-in orders. Please make your check or money order payable to the NYC Department of Health and Mental Hygiene. If from a foreign country, send an international money order or check drawn on a U.S. bank. **Cash is not accepted by mail or in person.**

KÒMANDE SÈTIFIKA LANMÒ BYEN VIT AK TOUT SEKIRITE NAN WWW.NYC.GOV/VITALRECORDS
ORDER DEATH CERTIFICATES QUICKLY AND SECURELY AT WWW.NYC.GOV/VITALRECORDS

ENFÒMASYON ENPÒTAN KONSÈNAN SÈTIFIKA LANMÒ

- Ou kapab jwenn yon sètifika lanmò si ou se madanm, mari, konjwen, paran, pitit, frè, sè, granparan, oswa pitit-pitit moun ki mouri a, oswa si ou te etabli dwa pou jwenn dokiman sa a (*gade nan seksyon konsènan lis dokiman ki obligatwa yo ki anba a*).
- Nou voye tout sètifika lanmò yo pa lapòs, nòmalmman nan 2 a 4 semèn. Si ou bezwen li ijan, epi ou bay dokiman ki nesese yo, ou kapab mande sèvis rapid epi n ap rele ou pou ou vin chèche sètifika a nan 5 a 7 jou.
- Si mwen bay fo enfòmasyon, tankou fo siyati, pou jwenn yon sètifika lanmò, sa a se yon krim epi moun ki komèt zak la kapab gen yon amann jiska \$2,000 pou peye pou chak vyolasyon.
- Li se yon krim pou soumèt fo idantifikasyon epi y ap mennen nenpòt moun ki komèt zak sa a devan lajistis.
- Tanpri gade anba a pou dokiman idantite ki nesese, frè, ak lòt enfòmasyon enpòtan.
- Dokiman idantite ki nesese yo kapab chanje.

3 FASON POU KÒMANDE YON SÈTIFIKA LANMÒ VIL NEW YORK

- **Sou Entènèt:** Ale sou www.nyc.gov/vitalrecords pou kòmande youn ak yon kat kredi, kat debi, oswa chèk elektwonik. "Se sèlman madanm, mari, konjwen, paran, frè, sè, granparan, pitit-pitit, oswa moun ki responsab dispozisyon an (enfòmman) ki kapab soumèt yon demann sou entènèt".
- **San Randevou:** Ale nan 125 Worth Street nan Lower Manhattan epi itilize Lafayette Street (aksèsib pou andikape) oswa Antre Centre Street yo. Nou louvri lendi jiska vandredi 9:00 AM – 3:30 PM. Liy yo pi kout nan maten.
- **Pa Lapòs: Ou dwe siyen aplikasyon ou voye pa lapòs devan yon Notè Piblik.** Voye aplikasyon ou pa lapòs bay 125 Worth Street, CN-4, New York, NY 10013. Pa bliye mete yon anvlop ki gen adrès ou ak tenb sou li ansanm ak chèk oswa manda postal ou a. W ap bezwen bay yon fotokopi pyès idantite ki obligatwa ak nenpòt dokiman ki nesese (*gade anba a*).

Pyès idantite (ID) ki Obligatwa gen ladan idantite madanm, mari, konjwen, paran, frè, sè, granparan, pitit-pitit, oswa moun ki responsab dispozisyon an (enfòmman) an

Nou aksepte nenpòt nan dokiman sa yo, **SI** li gen foto ou, siyati ou, epi li pa ekspire:

- Lisans chofè oswa lòt Pyès Idantite ki pa Lisans
- Pyès Idantite minisipal IDNYC
- Paspò
- Idantite Gouvènman
- Kat idantite travay la bay ak souch chèk

Si ou pa gen sa yo ki anwo a, nou aksepte:

- Kat idantite prizonye ak foto ak dokiman liberasyon
- De (2) diferan dokiman jan li endike anba a si yo montre non ak adrès ou epi dat ki sou yo se nan 60 dènye jou ki sot pase yo, n ap POSTE sètifika a
 - Bòdwo pou sèvis piblik tankou kouran ak telefòn
 - Lèt ou te resevwa nan men gouvènman ofisyèl

Si ou pa gen bagay yo ki anwo a, ou kapab voye yon imèl bay nycdohvr@health.nyc.gov pou plis enfòmasyon sou lòt chwa ou genyen.

Dokiman ki Obligatwa pou aplikan ki PA fanmi moun ki mouri a

Si ou **pa** fanmi moun ki mouri a, w ap bezwen etabli dwa pou ou gen sètifika lanmò a. Ou kapab jwenn yon sètifika lanmò si ou se reprezantan legal byen an, yon moun ki gen dwa pwopriyete pou pwoteje ak afime, oswa si ou kapab espesifye yon lòt rezon jiridik oswa apwopriye.

- Kontra Asirans
- Testaman
- Livrè oswa etadkont Labank
- Tit Pwopriyete
- Lòt dokiman ki montre ou gen dwa

Si ou pa ka bay dokiman ki nesese yo, rele nou pou mande èd nan 311 oswa 1-212-639-9675 si ou pa nan Vil New York.

IMPORTANT DEATH CERTIFICATE INFORMATION

- You can obtain a death certificate if you are the spouse, domestic partner, parent, child, sibling, grandparent or grandchild of the decedent, or if you establish your right to obtain this document (*see documentation requirements below*).
- All death certificates are mailed, usually within 2-4 weeks. If there is an urgent need, and documentation is provided, you can request expedited services and you will be called to pick up the certificate in 5-7 business days.
- Falsifying information, including forging a signature, to obtain a death certificate is a misdemeanor and violators may also be subject to a fine of up to \$2,000 per violation.
- Submitting fraudulent identification is a crime and violators are subject to prosecution.
- Please see below for identification requirements, fees and other important information.
- ID requirements are subject to change.

3 WAYS TO ORDER A NEW YORK CITY DEATH CERTIFICATE

- **Online:** Visit www.nyc.gov/vitalrecords to order using a credit card, debit card or electronic check. “Only spouses, domestic partners, parent, siblings, grandparent, grandchild, or person in charge of the disposition (informant) may submit orders online”.
- **Walk-In:** Go to 125 Worth Street in Lower Manhattan and use the Lafayette Street (handicapped accessible) or Centre Street entrances. We are open Monday through Friday 9:00AM – 3:30PM. Lines are shortest in the morning.
- **By Mail: Applications submitted by mail must be signed in the presence of a Notary Public.** Mail your application to 125 Worth Street, CN-4, New York, NY 10013. Be sure to include a self-addressed, stamped, envelope with your check or money order. You also will need to provide a photocopy of the required identification and any necessary documentation (*see below*).

Identification (ID) Requirements including the deceased’s spouse, domestic partner, parent, sibling, grandparent, grandchild, or person in charge of the disposition (informant)

We accept any of the following, **IF** it includes your photo, your signature and is unexpired:

- Driver’s License or Non-driver’s ID Card
- IDNYC Municipal ID
- Passport
- Government ID
- Employment ID with pay stub

If you don’t have any of the above, we also accept:

- Inmate photo ID with release papers
- Two different documents as indicated below if they show your name and address and are dated within the past 60 days, we will MAIL the certificate
 - Utility or telephone bills
 - Official government mail that you have received

If you do not have the items required above, you may email nycdohvr@health.nyc.gov for additional information and options.

Documentation Requirements for applicants NOT related to the deceased

If you are **not** related to the deceased, you need to establish your right to obtain a death certificate. You may obtain a death certificate if you are the legal representative of the estate, a party with a property right to protect or assert, or if you can specify another judicial or other proper purpose.

- Insurance Policy
- Will
- Bank Book or statement
- Property Deed
- Other document showing entitlement

If you are unable to provide the required documents, ask us for help by calling 311 or 1-212-NEW-YORK if you are outside of New York City.