

DEATH APPLICATION BY MAIL

**STARKE COUNTY HEALTH DEPARTMENT
VITAL RECORDS DIVISION
108 N Pearl St
KNOX, INDIANA 46534
TELEPHONE: (574) 772-9137**

APPLICATION FOR SEARCH AND CERTIFIED COPY OF **DEATH RECORD**
WE HAVE STARKE COUNTY DEATHS ONLY!!!
PLEASE COMPLETE ALL ITEMS BELOW

In accordance with **Indiana Code 16-37-1-7**, requests for death certificate must include the information below. A permanent record of this request must be kept.

FULL NAME AT DEATH _____ DATE OF DEATH _____

HOW ARE YOU RELATED TO THE ABOVE PERSON? _____

PLACE OF DEATH (City) _____ (County) _____

FULL NAME OF FATHER _____

FULL **MAIDEN** NAME OF MOTHER _____

WHY DO YOU NEED THIS RECORD? _____

HOW MANY COPIES DO YOU WANT? _____

YOUR SIGNATURE _____

YOUR NAME (Please Print) _____ Daytime Phone # _____

YOUR ADDRESS _____ CITY/STATE _____ ZIP _____

TODAY'S DATE _____

FORM OF IDENTIFICATION USED: _____

REQUIREMENTS:

- ***NO PERSONAL CHECKS** Money orders only
- *Must have 1 copy of an acceptable I.D-Photo I.D. or Drivers License
- *I.D. must be of the person making the request
- *If ordering by mail, please enclose a self addressed & stamped envelope
- * Proof of relation

FEES: 10.00 For first copy and each additional copy

COUNTY USE ONLY

Bk. _____ Pg. _____ Cert.# _____

Date Issued _____

Issued by: _____ File Date _____

Receipt# _____

Who Can Obtain a Death Certificate

Indiana Codes 16-37-1-10, 16-37-1-11, and 16-37-1-11.5 serve as the State statutes for the fees, relationship, and identification requirements to purchase documents from the Vital Records office. The purchaser must have a “direct interest.” A direct interest is defined as a documented and verifiable financial and legal interest or an immediate direct kinship (parent, adult sibling, or grandparent) to the person named on the record.

Others such as guardians, attorneys, funeral directors, or other authorized agents acting on behalf of the registrant or their family may demonstrate a direct interest when information is needed for determination or protection of personal or property rights.

Depending on the individual’s interest in the record, additional documentation may be required.

Direct Interest:

- Parents of the individual listed on the certificate – must be listed on the record
- Spouse of individual named on the certificate – must show proof of marriage
- Child or Grandchild, 18 years or older, of individual named on the certificate – must show proof of relationship
- Grandparents of the individual listed on the certificate – must be parent of a parent listed on the record & show proof of relationship
- Sibling, 18 years or older, of individual listed on the certificate – must show proof of relationship
- Aunt or Uncle of individual named on the certificate – must show proof of relationship
- Niece or Nephew, 18 years or older, of individual named on certificate – must show proof of relationship
- Genealogy – individual named on the certificate must be over 75 years old at the time of death - must show proof of death
- Assigned Funeral Home/Director - must provide explanation of direct interest on letterhead

No Direct Interest:

- Legal Interest – must provide proof of legal relationship; i.e. contract, agreements, titles, court order

For a full listing of identification requirements, please see the [Identification Requirements](#) page within the Death Information section of this website.