APPLICATION FOR CERTIFIED COPY OF A TENNESSEE CERTIFICATE OF DEATH

Full Name of Deceased: __________________________________________________________

Date of Death: ___________________________ Sex: ___________________________ Age at Death: ___________________________

Month    Day    Year

Place of Death: _________________________________________________________________

City    County    State

Name of Funeral Home: __________________________________________________________

Location of Funeral Home: _______________________________________________________

City    County    State

Signature of Person Making Request: ______________________________________________

Relationship to the Deceased: ___________________________ Purpose of Copy: ___________________________

Do You Want the Certificate to Show Cause of Death?  ☐ YES ☐ NO

Telephone number and email where you may be reached for additional information:

(____) ___________________________ ___________________________ @

IT IS UNLAWFUL TO WILLFULLY AND KNOWINGLY MAKE ANY FALSE STATEMENT ON THIS APPLICATION.

Records are filed in this office for the past 50 years. Records over 50 years are available at the TN State Library and Archives.

A fee of $15.00 is charged for the search of the records and includes one copy of the record, if located. Search fees are non-refundable if the record is not on file. All items must be completed and appropriate fees attached to process this request. Do not send cash. Send a check or money order payable to Tennessee Vital Records. In addition, unless this application is notarized, you must send a photocopy of a VALID government issued ID showing your signature. If you have not received a response within 45 days, please write or call Tennessee Vital Records at (615) 741-1763.

PRINT NAME AND ADDRESS BELOW FOR OUR RECORDS

Please remember to include the Fee and a Copy of your ID. (Note: The request will be returned if not included.)

Name_________________________________________ Mail Your Application To:

Address or Route_________________________________________ Tennessee Vital Records

City and State_________________________________________ Andrew Johnson Tower, 1st Floor

Zip Code_________________________________________ 710 James Robertson Parkway

Nashville, TN 37243

PH-1663 (Rev. 11/2019)