

APPLICATION FOR DEATH CERTIFICATE

**Please read instructions carefully and print clearly. Incomplete applications WILL NOT be processed.
If boxes marked with an “*” are not filled in, your application is incomplete.**

ORDER DETAILS	1 PRODUCT DETAILS						
	Type of Product Requested		*Quantity	Type of Product Requested	*Quantity		
	Framing Size Certificate (\$35.00)			Certified Photocopy of Registration of Death (\$55.00)			
			Genealogical Photocopy of Registration of Death (\$55.00)				
DEATH DETAILS	2 DETAILS OF PERSON NAMED ON CERTIFICATE [“Subject”]						
	3 *Subject’s Last Name at Death		4 *Subject’s First Given Name		5 Subject’s Second Given Name(s)		
	6 Subject’s Last Name at Birth		7 *Subject’s Sex Female Male		8 *Subject’s Date of Death - Month/Day/Year		
	9 *Subject’s Place of Death - City/Town/Village/Other , Saskatchewan			10 Death Registration Number			
	11 Subject’s Date of Birth - Month/Day/Year		12 Subject’s Place of Birth - City/Town/Village/Other AND Province/State AND Country		13 *Subject’s Age at Death		
	14 Subject’s Address Prior to Death – Street Address AND City/town/Village/Other AND Province/State AND Country			15 *Subject’s Marital Status Never Married Married Widowed Divorced Common Law			
	16 Subject’s Spouse’s Last Name at Birth		17 Spouse’s First Given Name		18 Spouse’s Second Given Name(s)	19 Spouse’s Current Last Name	
20 Common Law Spouse’s Last Name at Birth		21 Common Law Spouse’s First Given Name		22 Common Law Spouse’s Second Given Name(s)	23 Common Law Spouse’s Current Last Name		
24 Subject’s Mother’s Last Name at Birth		25 Mother’s First Given Name		26 Mother’s Second Given Name(s)		27 Mother’s Current Last Name	
28 Mother’s Place of Birth – City/Town/Village/Other AND Province/State AND Country							
29 Subject’s Father’s Last Name At Birth		30 Father’s First Given Name		31 Father’s Second Given Name(s)		32 Father’s Current Last Name	
33 Father’s Place of Birth – City/Town/Village/Other AND Province/State AND Country							
APPLICANT DETAILS MAILING ADDRESS DETAILS	34 THE FOLLOWING MUST BE COMPLETED BY THE PERSON APPLYING FOR THE DEATH CERTIFICATE [“Applicant”] *A readable photocopy of the Applicant’s identification MUST be attached to this Application for Death Certificate.						
	35 *Applicant’s First Given Name		36 Applicant’s Second Given Name(s)		37 *Applicant’s Current Last Name		
	38 *Mailing Address - Apartment #- Street #- Street Name - P.O. Box				39 If Mailing Address is to a Business, Attention:		
	40 *City/Town/Village/Other		41 *Province/State		42 *Country		43 Postal / Zip Code
	44 Telephone - Home		45 Telephone - Work Cell		46 Email		
	47 *Reason Why Certificate is Requested			48 *Applicant’s Relationship to Person Named on Certificate Spouse Mother Father Other Parent Daughter Son Other: _____			
	49 *Method of Delivery Requested Mailed Picked Up Urgent Service		50 *Payment Method: CANADIAN FUNDS ONLY Debit or Cash - In Person Only Cheque or Money Order - Payable to eHealth Saskatchewan IF Visa, MasterCard (Complete Payment Information Form and attach to Application)			51 *Payment Amount	
	52 *Signature of Applicant			53 *Date Applicant Signed Application - Month/Day/Year			

***A readable photocopy of the Applicant’s identification MUST be attached to this Application for Death Certificate.**

Payment Method

Card Number _____	Expiry Date ____/____
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard	
(Excludes Visa and MasterCard Debit)	
Total Amount Enclosed / Authorized \$ _____	
Name on Card _____	Cardholder Signature _____

Payment

- **Do not send cash.** It is against postal regulations to send cash through the mail.
- Persons living outside of Canada should obtain a Canadian money order.
- Payments by Cheque or Money Order should be made payable to “*eHealth Saskatchewan*”. Payments by cheque will be held for 6 business days until Health Registries receives notification from the bank that the cheque has cleared.
- **Urgent Service – Additional Fee of \$30.00** - Where rush service is required for a birth, death, or marriage certificate, clients may be able to request this Urgent Service option. If the application is complete, the information agrees with our records and the event is registered, the order will be processed as soon as possible.
 - In order to request Urgent Service, one of the following criteria must be met.
 - a) Immediate Travel – the client has already booked their holiday. The client must provide proof of the booking (i.e. trip itinerary).
 - b) Emergency Travel – the client must travel due to personal emergency (i.e. family death occurred out of province).
 - You can request your documents be sent by courier or you can pick-up. Documents are available for pick-up during regular business hours in Regina only.
 - When picking up the documents, the following must be provided or the document will not be released:
 - the client must present identification
 - if picking up for someone else, the person picking up the document must have written authorization from the other party; plus identification
 - The Urgent Service fee is \$30.00 and is charged on a per order basis in addition to the cost of the requested documents.

Fees

- **Certificates –\$35.00 or \$40.00**
 - The certificate contains information extracted from the original registration.
- **Certified Photocopies of Registration –\$55.00**
 - A certified photocopy of a registration is a duplicate of the original registration.
- **Genealogical Photocopies of Registration – Fee \$55.00**
 - A genealogical photocopy of a Registration is a duplicate of the original registration and is stamped “For Genealogy Only”.
- **Registration Search – \$25.00 for each search period of 3 or less consecutive years**
 - The fee will be charged if a search of the registry is requested and no product is issued.