

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 Date of Death - Month/Day/Year	
	8 *Subject’s Place of Death - City/Town/Village/Other			9 Death Registration Number	
				, Saskatchewan	
	10 Subject’s Date of Birth - Month/Day/Year		11 Subject’s Place of Birth - City/Town/Village/Other AND Province/State AND Country		12 *Subject’s Age at Death
	13 Subject’s Address Prior to Death – Street Address AND City/town/Village/Other AND Province/State AND Country			14 *Subject’s Marital Status	
			Never Married Married Widowed Divorced Common Law		
SPOUSES’ DETAILS	15 Subject’s Spouse’s Last Name at Birth	16 Spouse’s First Given Name	17 Spouse’s Second Given Name(s)	18 Spouse’s Current Last Name	
	19 Common Law Spouse’s Last Name at Birth	20 Common Law Spouse’s First Given Name	21 Common Law Spouse’s Second Given Name(s)	22 Common Law Spouse’s Current Last Name	
MOTHER’S DETAILS	23 Subject’s Mother’s Last Name at Birth	24 Mother’s First Given Name	25 Mother’s Second Given Name(s)	26 Mother’s Current Last Name	
	27 Mother’s Place of Birth – City/Town/Village/Other AND Province/State AND Country				
FATHER’S DETAILS	28 Subject’s Father’s Last Name At Birth	29 Father’s First Given Name	30 Father’s Second Given Name(s)	31 Father’s Current Last Name	
	32 Father’s Place of Birth – City/Town/Village/Other AND Province/State AND Country				
APPLICANT DETAILS MAILING ADDRESS DETAILS	33 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.				
	34 *Applicant’s First Given Name		35 Applicant’s Second Given Name(s)	36 *Applicant’s Current Last Name	
	37 *Mailing Address - Apartment #- Street #- Street Name - P.O. Box			38 If Mailing Address is to a Business, Attention:	
	39 *City/Town/Village/Other	40 *Province/State	41 *Country	42 Postal / Zip Code	
	43 Telephone - Home	44 Telephone - Work Cell	45 Email		
	46 *Reason Why Certificate is Requested		47 *Applicant’s Relationship to Person Named on Certificate Spouse Mother Father Other Parent Daughter Son Other: _____		
	48 *Method of Delivery Requested Mailed Picked Up Urgent Service	49 *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)		50 *Payment Amount	
	51 *Signature of Applicant		52 *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 ____/____
Visa 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.