Ohio Death Certificate Request Form

COPY CHARGES:

The base fee is $7.00 per request/name, which covers the search and postage. The charge for each additional page is 25 cents. Copy requests must be PREPAID with check or money order payable to the Ohio Historical Society. DO NOT SEND CASH. No refund will be provided for records that are searched but not found.


For the above copy charge to apply, each request MUST include full name of decedent (no variant spellings of the first or last name), year of death, and at least ONE of the following: month/day of death, place of death, or certificate number.

Full Name of Decedent: __________________________________________________________________________

Year of Death ________________________ (month and day if known): ____________________________________

County/City (if known): __________________________________________________________________________

Certificate Number (if known): ______________________________________________________________________

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RESEARCH REQUESTS: (Complete fields ONLY if paying RESEARCH FEE)

A death certificate copy request that does not provide the above information will be treated as a research request, the filling of which is governed by separate policies and procedures of the Ohio Historical Society. Death certificate research by staff of the historical society includes the following:

- searching multiple years of the death certificate index for one name
- matching specific information provided by researcher with multiple certificates to find an exact match

The fee is $25.00 for each name searched. Requests must be PREPAID with check or money order payable to the Ohio Historical Society. For that fee, staff will search up to two of the eight index groupings. The individual index groupings and the years they cover are as follows:


Circle one or two of the above groupings to be searched.

Name to be searched: ____________________________________________________________

One variant spelling: ____________________________________________________________

Parents/maiden name: __________________________________________________________________________

Date/year of birth: _______________________ Date/year of death: ____________________________

Place of death/burial: _______________________________________________________________________________

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