



DEATH CERTIFICATE REQUEST FORM

101.060.040.610.000

SUBMIT TO:

CITY OF STERLING HEIGHTS
OFFICE OF THE CITY CLERK
40555 UTICA ROAD, PO BOX 8009
STERLING HEIGHTS, MI 48311-8009

586-446-2420 Fax: 586-276-4077

Email: cityclerk@sterling-heights.net

Or drop this form along with a check in the drop box located in the circle drive at the City Hall Entrance off of Utica Road.

COST:

\$26.00 first certified copy (includes filing fees)

\$9.50 each additional certified copy.

(for office use only)

Check – payable to City of Sterling Heights

Cash – in person

Credit Card – in person

Payment Received _____(date)

Request Completed By _____(initials)

1. **Name of Deceased:** _____

Date of Death: _____

Number of Certified Copies Requested: _____

\$26.00 first certified copy (includes filing fees) / \$9.50 each additional copy.

2. **How would you like to receive the copies?**

Pick up – Monday-Friday 8:30am-5:00pm (excludes Holidays)

US Mail – Please note; we are not responsible for any delay in Post Office deliveries

3. **Name of Requester:** _____

Address: _____

City, State, Zip Code: _____

Phone No: _____ **Email:** _____

Signature of Requester: _____ **Date:** _____