

DEATH RECORD REQUEST FORM

McHenry County Clerk

To obtain a copy of a death record from the McHenry County Clerk's Office, please read the following: Certified copies of death records cost **\$16 for the first copy** and \$8 for each additional copy of the same record done at the same time.

Two ways to obtain a death record:



Mail your request to:
McHenry County Clerk
2200 N. Seminary Avenue
Woodstock, IL 60098

Fill out the form on the reverse side and include:

- A check or money order payable to the McHenry County Clerk
- A photocopy of your photo identification (e.g. driver's license, or State issued identification, etc.)
- A self-addressed stamped envelope



Visit us in person and pay with cash or check:
667 Ware Road
Suite 107
Woodstock, IL 60098

Call (815) 334-4242 for information.

*Funeral Homes requesting need to provide:

A copy of the Funeral Directors License
OR

A letter on their letterhead or document stating the legal need
or financial interest

*If you are not a relative of the deceased person, a letter or document from the office or agency needing the Death Certificate must accompany the request.

DEATH RECORD REQUEST FORM

Number of Copies Requested: _____

Name _____
First Middle Last

Gender: Male Female Occupation: _____

Marital Status: Married Widowed Divorced Never Married

Date of death _____
Month / Day / Year

Place of death _____
City or Village (in McHenry County)

Date Last Known to Be Alive _____

Last Known Address: _____

Name of Mother _____
First Last (maiden)

Name of Father _____
First Last

I, the undersigned do hereby certify that I am a person, or a duly authorized agent of a person, who has a personal or property right interest in the death certificate and I am legally entitled to the certificate, as specified by law [410 ILCS 535/73 (4)(d)].

Your Name _____
First Last (maiden)

Signature _____

Mailing Address _____
Number Street Unit Number

City State Zip Code

Relationship to Deceased Telephone number

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- 2) a photocopy of your photo identification;
- 3) a self-addressed stamped envelope



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2200 N. Seminary Avenue
Woodstock, Illinois 60098
(815) 334-4242 / countyclerk@mchenrycountyil.gov
www.mchenrycountyil.gov