

TOM GREEN COUNTY CLERK  
124 W BEAUREGARD  
SAN ANGELO TX 76903  
325-659-6556 --Fax No. 325-659-3251

**APPLICATION FOR CERTIFIED COPY OF DEATH CERTIFICATE**

**WE WILL NEED TO MAKE A COPY OF YOUR ID OR DL**

\_\_\_\_\_ Certified Copy @ \$21.00 = \$ \_\_\_\_\_  
\_\_\_\_\_ Extra Copies @ \$ 4.00 = \$ \_\_\_\_\_  
\_\_\_\_\_ Plastic Sleeve @ \$2.00 = \$ \_\_\_\_\_  
\_\_\_\_\_ TOTAL..... \$ \_\_\_\_\_

**NAME ON RECORD**  
(NOMBRE)

\_\_\_\_\_ First (PRIMER) Middle (SEGUNDO) Last (APELLIDO)

**DATE OF DEATH**  
(FECHA)

\_\_\_\_\_ **SEX:** M \_\_\_\_\_ F \_\_\_\_\_  
Month (MES) Day (DIA) Year (ANO) (SEX0)

**PLACE OF DEATH**  
(LUGAR)

\_\_\_\_\_

**Applicant's Name (Please Print)**  
(APPLICANTE - IMPRIMA POR FAVOR)

\_\_\_\_\_

**Applicant's daytime Telephone Number** ( \_\_\_\_\_ )  
(NUMERO DE TELEFONO)

\_\_\_\_\_

**Applicant's Mailing Address**  
(DIRECCION)

\_\_\_\_\_ CITY (CIUDAD) STATE (ESTADO) ZIP (CODIGO POSTAL)

**Applicant's Relationship to Person Named on Certificate** (RELACION A PERSONA EN EL CERTIFICADO)

\_\_\_\_\_

**Purpose for obtaining the Certificate**  
(RAZON PARA OBTENER EL CERTIFICADO)

\_\_\_\_\_

**WARNING: THE PENALTY FOR KNOWINGLY MAKING A FALSE STATEMENT IN THIS FORM CAN BE 2-10 YEARS IN PRISON AND A FINE OF UP TO \$10,000 (Texas Health and Safety Code, Chapter 195, Sec. 195.003)**

\_\_\_\_\_  
**SIGNATURE OF APPLICANT (FIRMA)**

\_\_\_\_\_  
**DATE (FECHA)**

**DOCUMENT#** \_\_\_\_\_ **REGISTRAR#** \_\_\_\_\_ **ISSUED BY:** \_\_\_\_\_

THE STATE OF \_\_\_\_\_ §  
COUNTY OF \_\_\_\_\_ §

BEFORE ME, the undersigned authority, on this day personally appeared

\_\_\_\_\_  
Known to me to be the person whose name is subscribed on the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Notary Signature \_\_\_\_\_  
Printed Name of Notary \_\_\_\_\_

My commission expires on \_\_\_\_\_

**VITAL STATISTICS INFORMATION**

All requests for vital documents must be in writing and accompanied by the proper fee. No telephone requests for documents or verifications may be accepted.

State law requires that all information on the reverse side of this form be furnished.

State law also requires that we obtain identification for all requests for vital records. Confidential records may be released only to properly qualified applicants.

A properly qualified applicant is the person named on the certificate, a member of the immediate family (father, mother, brother, sister, spouse or grandparent or a legal or personal representative.

A legal representative must provide a signed letter of authorization and proper identification for themselves and from the person giving the authorization. Legal guardians must show proof of guardianship.

---

**ELIZABETH MCGILL, COUNTY CLERK  
COUNTY OF TOM GREEN  
124 WEST BEAUREGARD  
SAN ANGELO, TX 76903-5835**

**INFORMATION LINE FOR VITAL STATISTICS: (325) 659-6556**

---

Credit card payments are now made through <https://certifiedpayments.net>, The Bureau code is 2320034 (This number will also be used for the 'Cause No.'). Alternatively, you can call 1-866-549-1010 to make your payment. You will get a transaction number that you will need to copy down. Include that number with your mail or fax. Once you have made your payment, print out the payment verification sheet (or write the transaction number you got over the phone) and fax it (325-659-3251), mail it to the address at the top of the form, or you can email it to: [vitalstatistics@co.tom-green.tx.us](mailto:vitalstatistics@co.tom-green.tx.us) along with the application and other paperwork to our office.

**PLEASE NOTE - IF YOU ARE MAILING YOUR PAPERWORK TO US, AND PAYING BY CREDIT CARD, PLEASE CALL US AT 325-659-6556 TO ENSURE YOUR PAPERWORK HAS BEEN RECEIVED BEFORE MAKING YOUR PAYMENT. THANK YOU**

Government Issued Identification Required: Driver's License, State ID. Card, Military I.D. Card. etc. If requested by mail, include money order or credit card information (see above) and photocopy of I.D.

**WE CANNOT ACCEPT PERSONAL CHECKS**