

Process to get a Death Certificate

Normal Process

1. Fill the Death Certificate application form (Date of Death, Full name of the person respecting whose death application is made, Place of Occurrences is a must)
2. Pay for the requested number of copies (each of copy cost Rs.100.00)
3. Get the receipt and the number of copies requested

Exceptional Scenario 1

1. Fill the Death Certificate application form (Date of Death, Full name of the person respecting whose death application is made, Place of Occurrences is a must)
2. If the date of Death registration or the No. of the entry is not given and a search of registers not exceeding two years is involved fee for one copy of the certificate is Rs.200.00

Exceptional Scenario 2

1. Fill the Death Certificate application form (Date of Death, Full name of the person respecting whose death application is made, Place of Occurrences is a must)
2. If the Divisional Secretariat office doesn't have the scan copy in the system you have to go to the District Registrar in which the death occurred