



LAUREN STALEY FERRY
WILL COUNTY CLERK

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Office Hours:
Monday – Friday 8:30 am – 4:30 pm
** Holiday Exceptions*

Death Certificates are not public records due to privacy rights and fraud prevention, and only the following are entitled to receive certified copies:

- Immediate relative (spouse, parent, child, brother or sister)
- Individuals (or their duly authorized agents) with a personal or property right interest in the record AND will present/enclose a letter or document from the office or agency that needs the death certificate.

For Genealogy purposes record must be 20 years or older. Records start in Dec. 1877.

Fee: payable in cash, check, money order, or credit/debit (service fee applied)
\$13.00 for one certified copy.

\$8.00 for additional certified copies of the same record issued at same time.

Identification: Must have a valid photo ID.

(Please print all information except your signature)

Name on Death Record:

First Middle Last

Date of Death: _____ **Place of Death:** _____

Number of copies requested: _____

Relationship: Must Check Box Below to Release Document.

Please (✓) appropriate box:

- | | |
|--|--|
| <input type="checkbox"/> Spouse | <input type="checkbox"/> Executor of Estate |
| <input type="checkbox"/> Parent | <input type="checkbox"/> Authorized Agent |
| <input type="checkbox"/> Child | <input type="checkbox"/> Person or Property Right Interest |
| <input type="checkbox"/> Brother or Sister | (Agency documentation must be Presented) |

Purpose:

Please (✓) appropriate box

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Social Security |
| <input type="checkbox"/> Banking | <input type="checkbox"/> Retirement/Pension |
| <input type="checkbox"/> Will/Probate | <input type="checkbox"/> Child Support |
| <input type="checkbox"/> Funeral Home | <input type="checkbox"/> Genealogy |

Revised 11/2019

Fraudulent use of any vital record is a Class 4 felony punishable by imprisonment of up to 3 years and a fine of \$10,000 or both. (410 ILCS 535/25)

Your Name

Address (_____) Phone

City State Zip

Your Signature (required)

To obtain a certified copy of a Death Record by mail:

- Complete this request form.
- Your request must be signed by you.
- If you are a legal authorized (attorney, legal court appointed guardian, etc.) or a person with a personal or property right interest in the record, you must provide authorizing documents from the office or agency requiring the death certificate.
- **Send a photocopy of your identification with your signature on it.**
- Include your check or money order (exact amount) made payable to:
Will County Clerk
- Mail your request to:
Will County Clerk
302 N. Chicago Street
Joliet, Illinois 60432

***Acceptable Forms of Valid Identification**
Illinois Driver's License
Illinois State Identification Card
Out-of-State Driver's License or ID Card
U.S. Military Identification Card
U.S. Naturalization Certificate
U.S. Passport

For Office Use Only: ID # _____

Check # _____ Amount \$ _____

ID? [] YES [] NO 2nd Signature? [] YES [] NO

Certificate # _____ # of copies _____

Processed by: _____ Proofed by: _____

Date Mailed: ____/____/____ Short Form Issued
Stamped Genealogical Only