



VILLAGE OF GOSHEN, NEW YORK

276 MAIN STREET, GOSHEN, NEW YORK 10924
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APPLICATION TO REQUEST A DEATH CERTIFICATE BY MAIL

Eligible person(s) who can obtain a certified copy of a death certificate

- Spouse, parent or child of deceased

Other Persons who have

- A documented lawful right or claim
- A documented medical need
- A New York State court order
- A sibling of the deceased (must provide a copy of birth certificate)

Proof of relationship (*Must be Included with Application*)

- Copy of Driver's license (if spouse, parent or child)
- Copy of Birth certificate (if child)

Name of Deceased: _____

Date of Death: _____

Name of Applicant: _____

Telephone Number of Applicant: _____

Death Certificates are \$10 per copy (certified check, cash or money order) made payable to the Village of Goshen. Mailed to the above address, Attn: Registrar

We do not accept Debit/Credit cards or Personal Checks.

In Person hours are Monday-Friday 9:00am-4:00pm (closed for lunch 1-2)

NOTARY ACKNOWLEDGMENT

State of _____

SS:

County of _____

On the _____ day of _____ in the year _____, before me, the undersigned personally appeared. He/she is personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity and that by his signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

CHECKLIST

PLEASE MAKE SURE YOU HAVE INCLUDED:

Application including Notarized Acknowledgement

Notary Acknowledgment

Current Identification and Proof of Relationship

Letter of proof from agency requiring document (*if applicable*)

Payment (\$10 per Copy)

Self-addressed stamped envelope (*In order to have the Death Certificate returned*)