

## **How to obtain a copy of a death certificate:**

Who is eligible to obtain a copy of a death certificate?

- ◆ The spouse, parent, or child of the deceased;
- ◆ Other persons who have:
  - \* Documented lawful right or claim
  - \* Documented medical need
  - \* New York State Court Order

Complete *Application to Local Registrar for Copy of Death Record*

Have *Signature of Applicant* notarized if applying through the mail

Attach copy of Driver's License to application form

Submit application and a check for \$10.00 per copy made payable to: *New Lebanon Town Clerk* to:

New Lebanon Town Clerk  
P.O. Box 328  
New Lebanon, NY 12125

*\*Make sure you have included the address where you want the certificate sent.*