



# Christie A. Webb

Tazewell County Clerk/Recorder  
McKenzie Building  
11 S. 4<sup>th</sup> St., Suite 203, Pekin, IL 61554  
(309) 477-2264 – Fax: (309) 477-2244

## Application for Search – DEATH RECORD

Name on Death Record:

\_\_\_\_\_  
First Middle Last

Date of Death: \_\_\_\_\_

City of Death: \_\_\_\_\_

Reason for Acquiring Death Record: \_\_\_\_\_

Applicant's Relationship to Person: \_\_\_\_\_

Number of copies requested: \_\_\_\_\_

**I do hereby certify that, as the person who is requesting said record, I am legally entitled to a certified copy according to the Vital Records Act contained in Illinois Compiled Statutes (110 ILCS 535/25).**

\_\_\_\_\_  
**Your Signature**

\_\_\_\_\_  
**Your Printed Name**

Address on Driver's License current? **YES** or **NO** (provide current address)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
City State Zip

### Office Use Only

Today's Date \_\_\_\_\_ Deputy Clerk \_\_\_\_\_

Amt Paid \_\_\_\_\_ CASH CHECK CARD

### **TO OBTAIN A COPY OF A DEATH RECORD:**

- 1) Complete this application.
- 2) Your application must be signed by you.
- 3) You must be one of the following:
  - Executor or Administrator of decedent's estate
  - The informant listed on the Death Certificate
  - The next of kin
  - Someone who has a personal or property right interest in the certificate (you must provide authorizing documents).
- 4) Submit a copy of your identification (see below for acceptable forms of identification).
- 5) Include your payment (see below for acceptable forms of payment).

### **FEES:**

- One record search including one certified copy is \$19.50.
- Each additional certified copy of the same record issued at the same time is \$15.00.
- Uncertified copy of record that is 20 years or older marked "For Genealogical Purposes Only" is \$5.00.
- There is an additional convenience fee for online payment.

**IN PERSON:** Visit the Office of the Tazewell County Clerk located at 11 S. 4<sup>th</sup> St., McKenzie Bldg., Suite 203, Pekin, IL

Methods of Payment: Cash, check or credit/debit card

**BY MAIL:** Complete form, make copy of acceptable identification (and any necessary documentation), and make payment in form of personal check, cashier's check or money order payable to "Tazewell County Clerk". Send to Office of the Tazewell County Clerk, 11 S. 4<sup>th</sup> St., Suite 203, Pekin, IL 61554.

**\*\*MUST BE EXACT AMOUNT NO REFUND FOR OVER PAYMENT\*\***

**ONLINE:** Make a payment through Tazewell County Clerk's webpage using a credit/debit card and fax or email completed form and identification (and any necessary documentation) to (309) 477-2244 email [countyclerk@tazewell.com](mailto:countyclerk@tazewell.com)

**\*\* There is an additional convenience fee of \$2.50 for debit/credit\*\***

### **ACCEPTABLE FORMS OF IDENTIFICATION:**

***One of the following:***

- Valid Driver's License
- Valid State ID Card
- U.S. Passport
- U.S. Military ID Card
- U.S. Naturalization Certificate

**-OR-**

***Two of the following:***

- Current Voter's Registration Card
- Employee ID Card with photo and signature
- School ID Card with photo
- Piece of mail displaying correct name & address
- Vehicle registration card/insurance card