

To obtain a certified copy of a **DEATH** record, please submit the following:

• Complete the form below or prepare a letter providing this information and send to:

City Clerk, 212 3rd Avenue, Sterling, IL 61081

- Submit a copy of your photo ID (ie: State issued ID or Driver's License)
 - o Death certificates are confidential records and can only be issued to persons entitled to receive them.
- Submit a check or money order for \$21.00* (\$1.00 is for mailing).
- Additional copies of the same record are \$10.00* each
- Please note, this process may take 7-10 business days.

*Fees are subject to change

APPLICATION FOR CERTIFIED DEATH RECORDS

| FULL NAME | | |
|-----------------|--------|-------------------------------|
| OF DECEASED: | | |
| DATE OF | | DEATH OCCURRED IN THE EASTERN |
| DEATH: | | HALF OF WHITESIDE COUNTY |
| RELATIONSHIP TO | | # of copies |
| DECEASED: | | requested: |
| INTENDED USE | | |
| OF DOCUMENT: | | |
| | | |
| | | |
| YOUR SIGNATURE: | | |
| | | |
| STREET ADDRESS: | | |
| | | |
| CITY: | STATE: | ZIP: |
| | | |