

# Multnomah County Vital Records Order Form

3653 SE 34<sup>th</sup> Avenue

Portland, OR 97202

Phone 503-988-3745

In accordance with law – ORS 432.120, access to death records is restricted for 50 years to family members, legal representatives, government agencies, persons licensed or registered under ORS 703.430 and persons with a personal or property right. Legal guardians must enclose a copy of the legal document. If you are not eligible, enclose a written permission note with a notarized signature of an eligible person.

Please make check or money order payable to ***Vital Records***.

Death Certificates: 1<sup>st</sup> copy     \$ 20.00

Each additional copy @ \$15.00: # \_\_\_\_\_ x \$15.00 = \$ \_\_\_\_\_

Total number of copies ordered: # \_\_\_\_\_     Total Amt. \$ \_\_\_\_\_

Name of Deceased \_\_\_\_\_

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

Place of Death \_\_\_\_\_

Your Relationship to Deceased \_\_\_\_\_

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

Name of Person requesting record \_\_\_\_\_

Mailing address \_\_\_\_\_

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

Daytime Phone Number (\_\_\_\_\_) \_\_\_\_\_

**WARNING :** Under Oregon law, knowingly providing false information on an order form to obtain a document you are not eligible to receive, fraudulently using a document for identification purposes, or providing such a document to another is a Class C felony ORS 432.900

\*After six months from the date of death, all requests must be sent to the Vital Records Unit of the Oregon State Health Division. P.O Box 14050, Portland OR 97293-0050 Phone: (971) 673-1190