

INSTRUCTIONS FOR FAX APPLICATION FOR A WISCONSIN DEATH CERTIFICATE F-05297

A **CERTIFIED COPY** of a death certificate issued by the State Vital Records Office will have a raised seal, will show the signature of the State Registrar, and will be printed on security paper. A **certified** copy may be required to settle an estate or to claim insurance benefits.

State law restricts who may obtain a **certified** copy of a death certificate. A **certified** copy can only be issued to the following people:

- An immediate family member (spouse, child, parent, brother/sister, or grandparent of the decedent);
- A person authorized in writing by one of the above; * or
- A person who can demonstrate that the death certificate is required to determine or to protect a personal or property right.

If you meet one of the above criteria, you may receive a **certified** copy of the death certificate.

- For pre-2003 death certificates, a **certified** copy will automatically include cause of death and disposition information.
- For 2003 and later death certificates, you must specify if you want a "Fact of Death" certificate (which does not include cause of death and disposition information) or if you require the "Extended Fact of Death" certificate (which includes cause of death and disposition information).

An **UNCERTIFIED COPY** of a death certificate is **not** acceptable for legal purposes, such as claiming insurance benefits.

- For pre-2003 death certificates, an **uncertified** copy of a death certificate will contain the same information as a certified copy.
- For 2003 and later death certificates, only persons named in the above list and direct descendants of the decedent may have access to information in the "Extended Fact of Death" certificate (which includes cause of death and disposition information).

	PRE-2003 DEATH CERTIFICATES	2003 AND LATER DEATH CERTIFICATES
CERTIFIED COPY (A certified copy has a raised seal, will show the signature of the State Registrar, and will be printed on security paper. It can be used for legal purposes, such as settling an estate or claiming insurance benefits.)	<u>TYPE OF CERTIFICATE AVAILABLE</u> Extended Fact of Death * <u>TYPE OF RECIPIENT</u> Must have a "direct and tangible interest"	<u>TYPE OF CERTIFICATE AVAILABLE</u> Fact of Death ** Extended Fact of Death <u>TYPE OF RECIPIENT</u> Must have a "direct and tangible interest"
UNCERTIFIED COPY (An uncertified copy can NOT be used for legal purposes.)	<u>TYPE OF CERTIFICATE AVAILABLE</u> Extended Fact of Death <u>TYPE OF RECIPIENT</u> Anyone	<u>TYPE OF CERTIFICATE AVAILABLE</u> Fact of Death <u>TYPE OF RECIPIENT</u> Anyone
* Extended Fact of Death Certificate. Cause of death and disposition included; can be used for insurance benefit claims ** Fact of Death Certificate. No cause of death or disposition included; can be used for banking and most other financial transactions		