

Long Beach Vital Records

Death Certificate Requests

ELIGIBILITY AND REQUIRED INFORMATION

To apply, you will need:

- A valid picture identification (i.e., Driver's License or Passport)
- Death Certificate Application Form
- Form of Payment
- Full name of the person as it appears on the Death Certificate
- Date of Death
- Place of Death (must be Long Beach, California)

WHO CAN REQUEST A DEATH CERTIFICATE?

- Parent or legal guardian
- Court-ordered parties
- Law enforcement or government agencies
- Appointed rights in a power of attorney, or an executor of the registrant's estate
- Child, grandparent, grandchild, sibling, spouse, or domestic partner
- Any agent or employee of a funeral establishment

WAYS TO APPLY

Online Request



1. With your smartphone or tablet, scan the QR code or visit us at longbeach.gov/deathrecords
2. Complete the online form, select delivery method, and pay the fee
3. Receive confirmation when your order is approved and ready.

In-person Request



2525 Grand Ave.

Long Beach, CA 90815



Monday - Friday

8am-4pm (Closed 12:00pm to 1:00pm)



Walk-in only. No appointments

- In-person requests take approximately 7 to 10 business days
- Pick up or request the certificate to be mailed to you

Mail-in Request:



MAIL PAPERWORK AND CHECK TO:

Long Beach Department of Health and Human Services c/o Vital Records
2525 Grand Ave.
Long Beach, CA 90815

1. **Completed Death Certificate Application**
(available at longbeach.gov/deathrecords)

2. **Sworn Statement**
(signed in the presence of a Notary)

3. **\$24 check or money order** (payable to **Long Beach Department of Health and Human Services**).

*NO CASH will be accepted

** Please allow up to 2-3 weeks to receive your requested documents*



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FREQUENTLY ASKED QUESTIONS (FAQ)

CAN I REQUEST A DEATH CERTIFICATE FOR SOMEONE WHO DIED OVER A YEAR AGO?

- Long Beach Vital Records Program can process death certificates as far back as 2005.
- You can obtain records prior to 2005 by contacting LA County Recorder's Office by:



(800) 201-8999



lavote.gov/home/recorder



12400 Imperial Hwy Norwalk, CA 90650

HOW MUCH IS A DEATH CERTIFICATE?

DEATH CERTIFICATE	\$24.00 per copy
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For information on fees, please visit the website at longbeach.gov/deathrecords or by using the QR code.

WHAT ARE THE DIFFERENT TYPES OF DEATH CERTIFICATES?

CERTIFIED AUTHORIZED COPY	<ul style="list-style-type: none">• Only available to authorized persons• If requesting by mail, a sworn statement declaring under penalty of perjury that the requester is authorized by law to obtain a certified copy must be signed and completed.
CERTIFIED INFORMATION COPY	<ul style="list-style-type: none">• If the requester cannot obtain an authorized copy under California law, there is an option to obtain a Certified Informational Copy• An Informal Certified copy is not valid to establish identity and is informational purpose ONLY.• A sworn statement is not needed.

WHAT TYPE OF PAYMENTS DO YOU ACCEPT?

- Cash (We do not accept bills larger than \$20)
- Credit/Debit Card (American Express and Discover cards are not accepted)
- Check payable to Long Beach Department of Health and Human Services
- Money order payable to Long Beach Department of Health and Human Services

