



# Noncertified Death Record Application

A noncertified death record prints on plain paper. *Noncertified copies are for informational use only.* If we cannot find the record with the information you provide, we will send you a statement of no record found.

**MANDATORY: Information about the deceased person - used to find the requested death record**

<b>Subject/Deceased</b>	First name <b>(required)</b>		Middle name <b>(required)</b>		Last name <b>(required)</b>		Name suffix		
	Date of death [MM/DD/YYYY] <b>(required)</b>		Date of birth [MM/DD/YYYY]		or Age	City of death		County of death <b>(required)</b>	State <b>MN</b>
	First parent's name			Second parent's name			Spouse on record (if any)		

**You MUST complete this section if you send your application to a vital records office by mail or fax**

<b>Requester</b>	Requester name (please print)			Daytime phone (10-digits)		Email		
	Mailing address - UPS will not deliver to PO boxes or APO addresses.			Apt/Unit #	City		State	ZIP Code

**Request information**

		Fee	Subtotals
A noncertified death record costs \$13		<b>\$13</b>	<b>\$13</b>
Added copies are \$6 each <i>if you buy them when you purchase one at \$13.</i>		# of added copies	
		<b>x \$6</b>	

**Fees are due with the application and are non-refundable. Minnesota Statutes, section 144.226.**

<b>How do you want to pay?</b>		<b>Amount due</b> Write in total if filling out by hand	
<input type="checkbox"/> <b>Credit card</b> MasterCard/VISA/Discover (additional fee of \$1.50 applies)	Cardholder name	Valid thru MM/YY	
	Card number	3-digit security code	

<input type="checkbox"/> <b>Check</b> Check # _____ _____	<b>Make your check or money order payable to:</b> <b>Stevens County Recorder. DO NOT SEND CASH.</b> Checks returned for non-payment will result in a \$30 charge to you. You could also face civil penalties. <i>Minnesota Statutes, section 604.113, subdivision 2.</i>
<input type="checkbox"/> <b>Money order</b> Money order # _____ _____	

**Send application and payment:**

<b>By mail: Stevens County Recorder's Office</b> <b>400 Colorado Avenue, Suite 305</b> <b>Morris, MN 56267</b>	If you have questions, please contact us at 320.208.6565
<b>By fax – 320-589-7112</b>	
<b>By email – <a href="mailto:recordergroup@co.stevens.mn.us">recordergroup@co.stevens.mn.us</a></b>	