



Cremation Services By The Sea. 1307 Central Terrace. Lake Worth, Florida 33460

Death Certificate Reorder Disclosures and Policy Form **(do not place your order before reading this entire document)**

We will gladly process a new order for death certificates on your behalf. However, our firm can only represent the legal next of kin or legal authorized individual for up to two years from the date of death.

Requests after this timeframe cannot be processed by our office and you will be required to apply for certified copies directly from the State of Florida. *Note* only the above listed individuals may request death certificates with a cause of death.

Death Certificates are issued by the county in which the death occurred. We are required to send an associate from our firm to physically pick these documents up from the county office, on your behalf. Therefore, we reserve the right to charge a service fee for all orders which are contracted herein.

The fees assessed are based off of: use of vehicle expense, gas and mileage, our associate's time spent at the county office and other overhead charges that affect your request.

Cremation Services By The Sea, offers this service under all of our contracts for the initial order of death certificates which you have already received under your original package or contract. Additional orders, per your request are subject to the fees noted below:

***Our policy prohibits re-orders from being picked up at our office. Such orders are mailed by priority mail only (once the order is paid, processed and picked up from the county). Orders requesting rush delivery will be charged a Priority Express charge, plus a handling fee.**

- Death certificates are charged by the county at \$15.00 per copy.
- Our courier fee (to the county): \$25.00
- Priority shipping and handling (hand delivery to the post office) fee: \$25.00
- (Optional Rush Order) \$44.99 *plus courier fee *plus certificates

If you wish to avoid our scheduled fees for this premium and personalized service, you may do so. Simply contact your local county health department office for location information. You may also file an application in person at your county health department. Be certain to bring a photo I.D. You will also need to be the legal authorized individual or legal next of kin on the original record to obtain copies with the cause of death. We understand that this may be a rush on your behalf; however, we must account for the overhead expenses of your request. You may also visit: <https://www.vitalchek.com> if you wish to place your order online and directly through a county agent, who will also assess service fees.



Application and Agreement For Additional Certified Copies of a Death Record.

Please complete this form & mail it to our main business office with a check payable to: *Cremation Services By The Sea*. Credit cards cannot be utilized for re-orders (please do not email or fax):

**Cremation Services By The Sea
1307 Central Terrace
Lake Worth, Florida 33460.**

I, _____, hereby request _____ copies with the cause of death and _____ copies without the cause of the death certificate for

_____ (decedent), whom is my _____ (relationship).

I understand that this order can take up to 10 days to process, once my payment is cleared. Please ship this order, after processing my payment to:

Name _____ Phone _____

Address _____ Apt # _____

City _____ State _____ Zip _____.

Signature _____ Date _____.

By signing this document, I hereby agree to the following: "I have read the reorder, disclosures and policy form". I also understand the timelines of this application and its processing. I agree to the terms and fees set forth by Cremation Services By The Sea and the county in which the death occurred (note deaths in Miami-Dade County require \$20 per certified copy). I understand that reorders cannot be picked up from the business office. For Priority Express (optional overnight) add \$44.99 to your total.

\$25 Courier Fee + \$25 Shipping/Handling Fee = \$50.00

\$15.00 per copy - # _____ Certified Copies Total = \$ _____ + \$50.00 Fees = Total Due \$ _____.

*Reminder, if you wish to avoid Cremation Services By The Sea fees, you may obtain certified copies at your local county health department office or through <https://www.vitalchek.com>