



“Serving Broward & Palm Beach County”.  
(561) 623-7357.

## Death Certificate Usage Template & Re-Order Form

**Please Read:** Our firm will file and obtain the initial order for death certificates as requested by the original contract. Requests for death certificate re-orders, amendments, corrections or an updated cause of death issued from a medical examiner’s office are not covered and will require the fees listed below.

### Copies “With Cause of Death”, will be required for the following:

1. Life Insurance Policies, each individual company will require one for the claim process.
2. Pensions other than Social Security (we notify Social Security for you).
3. Annuities.
4. Family records (you may wish to keep one for your retention).

### Copies “Without Cause of Death”, will be needed for:

1. Filing Probate.
2. Transfer of a title on an Automobile or other Items.
3. Financial needs, including checking, savings, mutual accounts, funds, stocks and bonds.
4. Transfer of title on property, home and mortgages.

### To Re-Order Death Certificates: Complete Below Portion & Return with Payment.

\*NOTICE: If more death certificates are requested following our initial filing, you will be required to pay the county charge for each copy, a courier fee of \$50 w/ a shipping and handling fee of \$25. per destination. Credit card is not accepted for re-orders.

Re-Order \_\_\_\_\_ Copies With Cause Plus \_\_\_\_\_ Copies Without Cause @ \$15 Each = \$\_\_\_\_\_.

Total Cost Above = \$\_\_\_\_\_ Plus CSBS Fees @ \$ 75. Total Due of \$\_\_\_\_\_.

Name of Deceased \_\_\_\_\_ Date of Death\_\_\_\_\_.