

VETERAN’S DEATH CERTIFICATE REQUEST FORM

Alaska Health Analytics & Vital Records Section

- Up to four certified copies of the death certificate of a veteran may be issued without charge. The death certificates are only available to qualified individuals. Qualified individuals include:
 - (i) a personal representative of the veteran’s estate;
 - (ii) a trustee of a revocable trust of which the veteran was the settlor; or
 - (iii) a person who needs a certified copy of the veteran’s death certificate for the purpose of satisfying an eligibility requirement for a benefit related to the death of the veteran.
- “Veteran” means an individual who has:
 - (i) on active duty at the time of the veteran’s death or had received an honorable or general discharge from a branch of the armed services of the United States, the National Guard, a reserve unit of the United States armed services, the Alaska Scouts, the Alaska Territorial Guard, or the Alaska Naval Militia; and
 - (ii) a resident of the state at the time of the individual’s death.
- When submitting this request you must provide the following documents:
 - (i) Proof of the decedent’s veteran status. Acceptable documents include a DD214, a photocopy of a military or a retiree ID card, or a letter of verification from the Veteran’s Administration.
 - (ii) Documentation showing the death certificate is needed to satisfy an eligibility requirement related to the death of the veteran.
 - (iii) A copy of a government-issued Picture ID of the person requesting the record.
- Express shipping options are available for a fee. Please complete the shipping and payment sections below. You may pay by check or credit card. If paying by check, please make you checks payable to the Alaska Vital Records office. Checks must be preprinted with your name and address.
- If you need more than four copies, additional copies are available for a fee. Please complete and submit the standard [Death Certificate Request Form](#) available on our website along with this request.

How to submit a request:

- Complete this form, include payment and a legible copy of your government issued photo ID.
- For walk in service, you can visit the Anchorage or Juneau office. Address and contact information are below.
- For mail or fax orders: choose one method of submission. Please be advised that if you submit your requests via more than one method, you will be charged for each request.
- For all current fees and processing times please visit our website: www.vitalrecords.alaska.gov.

Please note:

- **Faxed orders***: please call 10 minutes after sending your fax to confirm receipt.
- **Expedited requests must be faxed. Expedited requests sent via mail will not be expedited.**
- For additional information on how to amend a death certificate, please contact our Special Services Unit at (907) 465-1200.

<p>Juneau (Main Office) <i>Walk-in Office Hours:</i> Monday – Friday, 8:30 am – 4:30 pm <i>Physical Address:</i> 5441 Commercial Blvd. Juneau, Alaska 99801 <i>Phone:</i> (907) 465-3391 <i>Fax:</i> (907) 465-3618 *Please do not send mail to the physical address</p>	<p>Mail and Fax Orders <i>HAVRS Mailing Address:</i> P.O. Box 110675 Juneau, Alaska 99811-0675 <i>Fax:</i> (907) 465-3618</p>	<p>Anchorage <i>Walk-in Office Hours:</i> Monday – Friday, 8:30 am – 4:30 pm 3901 Old Seward Highway, Ste. 101 Anchorage, Alaska 99503 <i>Phone:</i> (907) 269-0991 Note: Please mail requests to the Juneau Office.</p>
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VETERAN DEATH CERTIFICATE REQUEST FORM*Information needed to locate the record:*

FIRST Name of the Deceased (at time of death)

APPLICANT NAME

MIDDLE Name of Deceased

Contact Phone Number

LAST/FAMILY Name of Deceased

Contact E-mail Address

Date of Death

Mailing Name

Date of Birth of Deceased

Mailing Address

City/Village of Death

Street/P.O. Box

Purpose of Request: Ex: Personal records, legal purpose, government benefits, etc.

City, State, Zip

Your relationship to the deceased:

Signature of Person Requesting the Record (Electronic/Typed Not Accepted)

Legal Representative (with documentation)

Other (Please specify)

*What would you like to order?**Fee:*

Number of Veteran Death Certificates (Free up to 4 copies)

*Expedite/Rush Service (**FAX ORDERS ONLY**)(\$11)

Please note: If death is not registered or has an administrative hold, it cannot be rushed.

How would you like it shipped?

Please note: Alaska Vital Records assumes no responsibility for items after they have been shipped. If documents are lost or stolen you will need to resubmit your order with ID and payment. Vital Record certificates are legal documents that should be in your control only. Lost certificates may end up in the hands of criminals who could use the certificate to steal your identity or the identity of your loved ones. HAVRS strongly recommends you choose a method of shipping that allows you to track the shipment and sign for it upon receipt. Call 907-465-3391 for more information on International Shipping.

Choose one:

Regular Mail (No fee, NO tracking available!)

Priority Mail (\$10.00. Includes tracking. No signature required.)

Priority Mail (\$14.00. Includes tracking and signature.)

*Total for all Items**Credit/Debit Card Information**(We accept: Visa, MasterCard, Discover, and American Express)*

Name on Credit Card

Billing Zip Code

Credit Card Number

Cardholder Signature (REQUIRED; ELECTRONIC/TYPED SIGNATURE NOT ACCEPTED)

Expiration Date