

REQUEST FOR DEATH CERTIFICATE

What is your relationship to the decedent?

Available to:

- spouse, child, parent
- executor, attorney representing estate, person requiring the record for legal right or claim (must provide documentation)
- municipal, state or federal agency when needed for official purposes

Did the person die in the Town of Carmel?

- Putnam Hospital
- Private residence in the Town of Carmel

You can either come in for it or write a letter requesting it.

If you come for it, you need to bring photo identification - a driver's license.

There is a \$10 fee per certificate.

If you write in you must include in your letter:

Decedent's name

Your relationship to the deceased

Date of death

Your signature must be notarized

Please include a telephone number at which you can be reached.

Please also include a mailing address that you wish for the certificate to be mailed to.

Checks or money orders may be made payable to "Ann Garris, Carmel Town Clerk".

Our address is:

Ann Garris, Town Clerk

Town of Carmel

60 McAlpin Avenue

Mahopac, NY 10541