



## City of St. Clair Shores – Office of City Clerk

Phone: (586) 447-3303 Fax: (586) 445-0469

[www.scsmi.net](http://www.scsmi.net)

### REQUEST FOR CERTIFIED COPIES OF DEATH RECORD

CITY OF ST. CLAIR SHORES  
27600 JEFFERSON CIRCLE DRIVE  
ST. CLAIR SHORES, MI 48081

**\$15.00 FOR ONE COPY & \$7.50 FOR EACH ADDITIONAL COPY (SAME ORDER)**

**ALL COPIES ARE CERTIFIED**

\* Online, Credit / Debit Service Fee: Under \$50 - \$1.50 / Over \$50 – 3%

### INFORMATION AS IT APPEARS ON DEATH RECORD

Name of Deceased: \_\_\_\_\_

Date of Death: \_\_\_\_\_

Place of Death: \_\_\_\_\_

Funeral Home: \_\_\_\_\_

Number of Copies Requested: \_\_\_\_\_

### APPLICANT INFORMATION

Applicant's Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone No. \_\_\_\_\_

Address: \_\_\_\_\_  
CITY STATE ZIP

I, the undersigned, affirm that I am in compliance with the Michigan statues in requesting this record.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PAYMENT

- Online (Paypal): Email request form to [cityclerk@scsmi.net](mailto:cityclerk@scsmi.net) Once request is received and availability of death certificate verified, you will receive an electronic invoice to the email you provided. \* Service fee applies
- By Mail: Print request form and include check or money order. Mail to: City of St. Clair Shores (Attn: City Clerk) 27600 Jefferson Ave, St. Clair Shores, MI 48081

Certified copies will be mailed to the applicant address provided once payment has been received.