Customer: _____

Address: _____

City/State/Zip: _____

Ohio Historical Society
Research Services Department
1982 Velma Avenue
Columbus, OH 43211-2497
(614) 297-2510

Ohio Death Certificate Request Form

COPY CHARGES:

The base fee is **$7.00 per request/name**, **which covers the search and postage**. **Ohio residents must pay 6.75% sales tax.** (Multiply total order by .0675 to calculate tax) Copy requests must be **PREPAID** with check or money order payable to the Ohio Historical Society. **DO NOT SEND CASH**. **No refund will be provided for records that are searched but not found**.

The Ohio Historical Society holds Ohio death certificates for the period December 20, 1908, through 1953. An index to certificates filed from 1913 to 1944 is maintained on the Ohio Historical Society website at http://www.ohiohistory.org/dindex/. The Ohio Department of Health, http://www.odh.state.oh.us/vitalstatistics/vitalstats.aspx holds death certificates filed from 1954 to the present.

For the above copy charge to apply, each request **MUST** include **full name of decedent (no variant spellings of the first or last name)**, **year of death**, and **at least ONE** of the following: month/day of death, place of death, or certificate number.
Full Name of Decedent: _____

Year of Death _____ (month and day if known): _____

County/City (if known): _____

Certificate Number (if known): _____

RESEARCH REQUESTS: **(Complete fields ONLY if paying RESEARCH FEE)**

A death certificate copy request that does not provide the above information will be treated as a research request, the filling of which is governed by separate policies and procedures of the Ohio Historical Society. Death certificate research by staff of the historical society includes the following:

- searching multiple years of the death certificate index for one name
- matching specific information provided by researcher with multiple certificates to find an exact match

The fee is **$25.00** for each name searched. Requests must be **PREPAID** with check or money order payable to the Ohio Historical Society. For that fee, staff will search up to two of the eight index groupings. The individual index groupings and the years they cover are as follows:

1908-12 1913-17 1918-22 1923-27 1928-32 1933-37 1938-44 1945-49 1950-53

Circle one or two of the above groupings to be searched.

Name to be searched:_____
first middle last
One variant spelling: _____

Parents/maiden name: _____

Date/year of birth: _____ Date/year of death: _____

Place of death/burial: _____

Please attach any additional information, such as spouse name, etc. that you think might be helpful.