

# DEATH RECORD REQUEST FORM

To obtain a certified copy of a death record from the McHenry County Clerk's Office, please read the following: Certified copies of death records cost **\$16 for the first copy** and **\$8 for each additional copy** of the same record done at the same time.

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

Name at Death \_\_\_\_\_  
First Middle Initial Last

Date of Death \_\_\_\_\_ Place of Death \_\_\_\_\_  
Month / Day / Year City or Village (in McHenry County)

I, the undersigned do hereby certify that I am a person, or a duly authorized agent of a person, who has a personal or property right interest in the death certificate and I am legally entitled to the certificate, as specified by law [410 ILCS 535/73 (4)(d)].

Your Name \_\_\_\_\_  
First Middle Initial Last

Signature \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Number Street Apt/Unit

\_\_\_\_\_ City State Zip Code

\_\_\_\_\_ Intent / Relationship to Deceased Telephone number

## Two ways to obtain a Death Record:



**Mail** your request to:  
McHenry County Clerk  
2200 N. Seminary Avenue  
Woodstock, IL 60098

### Complete form and include:

- A check or money order payable to the McHenry County Clerk
- A copy of a current photo identification (e.g. driver's license, or state issued identification, etc.)
- A self-addressed stamped envelope



### In Person:

McHenry County Clerk's Office  
667 Ware Road, Suite 107  
Woodstock, IL 60098  
(815) 334-4242  
*Cash, Check or Charge accepted*

**Funeral Homes** need to provide: A copy of the Funeral Directors License OR a letter on their letterhead along with a copy of a government issued ID of the person requesting the record.

McHenry County Clerk  
[countyclerk@mchenrycountyil.gov](mailto:countyclerk@mchenrycountyil.gov)  
[www.mchenrycountyil.gov](http://www.mchenrycountyil.gov)

