

FAQ's: Death Certificates:

Q. Can I get a copy of a death certificate?

A. Yes. You can get and obtain a copy of a death certificate of someone who was passed away in Burlington or was a Burlington resident at the time of death. You can come into the Clerk's office anytime between the hours of 8:00am and 4:30pm, Monday-Friday (we are closed for all Federal and State Holidays).

Q. Can I request a copy of a death certificate online?

A. No. You may come into the Clerk's office during the above hours. If you are unable to come into the Clerk's Office, you can mail in the [request form](#) and simply follow the directions at the top of the page. A certified copy (raised seal) of a death certificate is \$10.00 per copy and \$2.00 for a regular copy (no raised seal). We accept cash or check **only**. Checks can be made payable to the City of Burlington. Once we receive the request it can take anywhere from 2-3 business days to return the certificate to you.

Q. What if I need the certificate immediately?

A. If you are unable to come in, the quickest way is to request to have the [request form](#) overnighted to our office and enclose a pre-stamped overnight envelope so that we can mail it back to you overnight (**must be pre-stamped, the Clerk's office will not pay to have it overnighted back to you**). You can contact your local post office for more information.

Q. Do I need an ID to get a death certificate?

A. No. Death certificates are public documents; no ID is required to receive a copy of the certificate.

Q. What if I'm looking for a death certificate of someone who passed away in another town?

A. If the person passed away in another town, you must contact the town in which the person passed away to receive a copy of the certificate. If you're unsure of what town they passed away, you may also contact the [State of Vermont](#) to obtain any death record of someone who passed away in any town in Vermont; you can contact them at (802) 828-3286 for vital records over 5 years or (802) 863-7275 within 5 years of the event.

* More questions about death records? Feel free to contact the Clerk's office at (802) 865-7000.