

Application for Death Certificate

How Do I Apply?

- In Person:** Complete details below and present at public counter.
- By Post:** Complete details below and send to *Civil Registration Service,
Office of the Registrar General,
Government Offices,
Convent Road,
Roscommon,
Co. Roscommon,
Ireland.*
- By Fax:** Complete details below and fax to +353 906632999.

Types and Costs of Certificates

Type	Description	Cost €
Death Certificate	This is a full copy of the registered entry and can be used for legal and administrative purposes.	€20.00
Short Death Certificate	This is a short version of the death certificate.	€20.00
Specified Services Certificate	This is a full copy of the registered entry. Certain Departments/Organisations have legislative provision to allow for the purchase of certificates at a reduced price of €1 for certain specified services. Proof that the certificate is needed for such purpose will be required from the relevant agency.	€1.00
Authenticated	This is required in certain circumstances (in addition to the copy of the registered entry) and is available on request from the General Register Office, Convent Road, Roscommon, Ireland.	€10.00

Note Photocopies of entries in the registers are also available at a cost of €4.00. These contain exactly the same information as a Certificate but are only of use for research purposes.

How Do I Pay?

- Cash:** Personal applications only please. **Only Euro Cash will be accepted.**
- Cheque:** Please note that cheques should be made payable to 'Civil Registration Service'. **Only Euro cheques drawn on a branch of a bank located in the Republic of Ireland will be accepted.**
- CreditCard:** MasterCard and Visa credit cards are accepted. The name of the applicant and the name on the credit card must be the same.
- Debit Card:** Laser and Visa Debit cards are accepted. The name of the applicant and the name on the debit card must be the same.

How will I receive my certificate?

Certified copies (certificates) are printed on secure paper and must be posted. If you are purchasing a photocopy we can e-mail the photocopy to you instead of posting it. Please indicate if you want to have the photocopy e-mailed to you in Section 1 overleaf.

