



SCOTT G. ERICKSON

KNOX COUNTY CLERK & RECORDER

Knox County Courthouse

200 South Cherry Street • Galesburg, Illinois 61401

(309) 345-3815 • Fax: (309) 345-3801

Website: www.knoxclerk.org

Application for Search – DEATH RECORD

Name on death record:

First Middle Last

Date of Death: City of Death:

- FEES:**
- One record search including one certified copy is \$20.00.
 - Each additional copy of the same record issued at the same time is \$10.00
 - Express mail (next day delivery in most places) is an additional \$30.45.
 - There is an additional convenience fee for online purchase (see web site)

Number of copies requested:

Fraudulent use of any vital record is a Class 4 Felony punishable by imprisonment of up to 3 years and a fine of \$10,000 or both. I do hereby certify that, as the person who is requesting said record, I am legally entitled to a certified copy according to the Vital Records Act contained in Illinois Compiled Statutes (110 ILCS 535/25).

- Reason for Request:
- ☐ Personal or property right Interest in the record
 - ☐ Duly authorized agent of a person having a personal or property right interest in the record
 - ☐ Genealogist (record must be at least 20 years old)

Your Name

Address

Phone

City

State




Zip Code

Your Signature

Clerk or Deputy Clerk

To obtain a copy of death record:

- Complete this application.
- Your application must be signed by you.
- If search is ordered by court, you must provide authorizing documents.
- Submit a copy of your identification (see below for acceptable forms of identification).
- Include your payment (see below for acceptable forms of payment).

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| IN PERSON  | Visit the Office of the Knox County Clerk, Knox County Courthouse, 200 S. Cherry St., Galesburg. Office hours are Mon. - Fri., 8:30 a.m. - 4:30 p.m. Complete form, present acceptable identification (and any necessary documentation), and make payment in form of cash, check-payable to "Knox County Clerk", credit or debit. |
| BY MAIL  | Complete form, make copy of acceptable identification (and any necessary documentation), and make payment in form of MONEY ORDER payable to "Knox County Clerk". Send to Office of the Knox County Clerk, 200 S. Cherry St., Galesburg, IL 61401. |
| ONLINE  | Visit www.knoxclerk.org . Make payment through Illinois E-Pay using credit card (Visa, MasterCard, Discover) and email vitalrecords@knoxcountyil.gov or fax acceptable identification (and any necessary documentation) to 309-345-3801. |

Acceptable Forms of Identification

One of the following:

- Illinois or Out-of-State Driver's License
- Illinois or Out-of-State State ID Card
- U.S. Military ID Card
- U.S. Immigration Card
- Illinois Public Assistance ID Card

- OR -

Two of the following:

- Social Security Card
- Voter Registration Card
- Employee ID Card with photo and signature
- School ID Card with photo
- Certificate of Naturalization
- Certificate of U.S. Citizenship
- Piece of mail displaying correct name and address