



Downing & Lahey

MORTUARIES • CREMATORY

The original death certificate is filed with the Office of Vital Statistics in Topeka, KS. If you do not order enough certificates with the original filing, additional copies can be obtained later for an additional state fee. We recommend ordering at least 2-3 more copies than you anticipate needing.

Certified copies of death certificates are needed for the following cases.

- ☐ Transfer of real property, houses, and lots
- ☐ Settling of insurance claims, 1 for each company
- ☐ Obtaining union benefits, usually 2 or 3 required
- ☐ Transfer of automobile, boat, trailer or camper title
- ☐ Transfer of stocks or bonds, 1 for each corporation
- ☐ Transfer of bank savings or trust accounts
- ☐ Transfer of checking accounts
- ☐ Phone and utility companies
- ☐ Entry into a bank safety deposit vault
- ☐ Filing Federal income tax returns
- ☐ Social Security benefits (possibly)
- ☐ Embassy requirements
- ☐ Veteran's Administration benefits
- ☐ For insured loans, insured credit cards and department store cards
- ☐ For credit union accounts
- ☐ To qualify for bereavement time compensation from some employers
- ☐ Personal requests from children, family members
- ☐ *Estimated Total Number*

East Wichita
6555 E. Central | Wichita, KS 67206
(316) 682-4553

West Wichita
10515 W. Maple | Wichita, KS 67209
(316) 773-4553

DLWichita.com

How much do death certificates cost?

Death certificates are \$20 per copy. In addition, there is a \$25 processing fee applied to each order. This processing fee covers the charges from the Office of Vital Statistics to process the death certificate order and send the copies to the mortuary.

For orders over 10, there will be an additional \$5/5 death certificates added to the processing fee.

How long will it take to receive the certified death certificates?

You can expect to receive your certified death certificates within 1-2 weeks following the date of death. If the death certificate is signed by the Sedgwick County Coroner's office, this time frame will vary greatly.

You will be emailed a copy of the death certificate after the doctor has completed the cause of death. It is of utmost importance that you review the document in its entirety as soon as possible. We will not file the death certificate with the Kansas Office of Vital Statistics until the family has reviewed the certificate with cause of death added.

In most cases, the certified death certificates will be delivered to the mortuary by UPS. Once they are in our care, we will call the next of kin to either pick up the certificates or have them delivered to the next of kin's home.

I found a mistake on the death certificate. How can I get this fixed?

If after receiving the certified death certificates you find a mistake, please notify Allison at our East Office as soon as possible.

If, for any reason, an amendment needs to be made to the death certificate, the charge will be \$20 per amended copy. The \$25 processing fee will also be applied to the order.

Amendments can only be made within 90 days following the date of death. If a change needs to be made relating to the cause of death (boxes 22-30), it must be authorized by the signing doctor. We can assist you in contacting the doctor.

Once the amendment has been made, the amended certified death certificates will be delivered to the mortuary by UPS. Once they are in our care, we will call the next of kin to either pick up the certificates or have them delivered to the next of kin's home.

How can I order additional copies of the death certificate?

Downing & Lahey has placed the original order for you. If you find that you need additional certified copies of the death certificate, we can order those for you within six months following the date of death. Each additional death certificate will cost \$20, plus a processing fee of \$25, and payment will be required before placing the order. You can also order copies directly from the Kansas Office of Vital Statistics by calling them at (785) 296-1400, or going online to www.kdheks.gov/vital. Additional fees may apply.

Additional Questions or Concerns:

If you have additional question or concerns, please contact Allison at our East Office: (316) 682-4553.

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