

# Nunavut Death Certificate Application

**PLEASE NOTE:** Nunavut Vital Statistics can only process requests for deaths that occurred in Nunavut on or after April 1, 1999.

Please visit [www.vitalcertificates.ca/northwest-territories/death-certificate/](http://www.vitalcertificates.ca/northwest-territories/death-certificate/) for deaths that occurred prior to April 1, 1999

Should you believe that you require a certified photocopy of a death event registration please contact the Nunavut Vital Statistics Agency directly at (800) 661-0833 or (867) 645-8001

## Step 1 - Contact Information - Person applying for certificate

Name: \_\_\_\_\_ Firm/Organization: \_\_\_\_\_  
*Applicant* *Complete only if certificate(s) to be delivered here.*

Telephone Number: (\_\_\_\_) \_\_\_\_\_ Daytime Number: (\_\_\_\_) \_\_\_\_\_ Ext: \_\_\_\_\_ Work Cell

Residential Address: \_\_\_\_\_ Apt.: \_\_\_\_\_ Buzzer Code: \_\_\_\_\_

City: \_\_\_\_\_ Prov./State: \_\_\_\_\_ Country: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

## Step 2 - Details of Deceased - Person named on certificate

**You must enter as much information as possible.** Missing or incorrect information may delay your application and rush service may not be available.

Name of Deceased: \_\_\_\_\_  
*First* *Middle - Must provide full names if known* *Last*

Age at Death: \_\_\_\_\_ Gender: Male Female

Date of Death: \_\_\_\_\_ Place of Death: \_\_\_\_\_, Nunavut  
*Month* *Day* *Year* *City/Town/Village*

Permanent Residence Before Death: \_\_\_\_\_  
*City/Town* *Province/State* *Country*

Marital Status at Time of Death: \_\_\_\_\_ If Married, Maiden Surname of Spouse: \_\_\_\_\_

Name of Deceased's Mother: \_\_\_\_\_ Name of Deceased's Father: \_\_\_\_\_

Relationship of Applicant to Deceased: \_\_\_\_\_ Reason Certificate Required: \_\_\_\_\_  
*Please specify reason (Example: Settle Estate, Pension, etc...)*

## Step 3 - Payment Information - Select certificate type and payment method

**Certificates take approximately 3 to 4 weeks to be processed and delivered. Delivery times are average delivery times and cannot be guaranteed.**  
**All taxes and shipping included.**

\_\_\_\_ Qty. - \*Death Certificate - \$60.00

\*\*Add Rush Service to Order - 10 to 15 business days - \$60.00 additional in house rush processing fee

\* **Death Certificate:** Contains full name of the deceased, date of death, place of death, gender, age, registration number and registration date.

\*\* **Rush Service:** Price quoted above represents an additional cost. Please add the rush service cost to the price of the certificate (ex. \$60.00 + \$60.00 = \$120.00).

Credit Card Type:   

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_ Cardholder Email: \_\_\_\_\_  
*Type/Print Name*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Charge will appear as "Vital Certificate Processing Services" on your credit card statement. Cheques and money orders must be made payable to "Vital Certificates". If paying by **money order or certified cheque** please mail the completed application along with your payment. Any **application received with a personal cheque** will be held until such time as the cheque clears, typically 7 to 10 business days.

Vital Certificates (VC) assists in verifying that applications are accurate to avoid delays in processing. VC is not operated, licensed, or affiliated with any government agency.

## Step 4 - Provide Authorization

# Nunavut Death Certificate Authorization

By signing this authorization, you are permitting Vital Certificates to request a certificate of death. Your certificate will be sent to you directly from the government agency. A completed and signed authorization must be provided.

I am applying for a death certificate. **Please identify your relationship to the deceased.** Only next-of-kin may apply for a death certificate. Please print name, date and sign below.

I am the:

Mother      Father      Daughter      Son      Sister      Brother      Spouse

of the deceased person who is subject to the death certificate.

I, \_\_\_\_\_, hereby authorize Vital Certificates to request one or more certificates of death from the Nunavut Vital Statistics Agency on my behalf. I further authorize Vital Certificates to correspond in writing or orally with the Nunavut Vital Statistics Agency with respect to this application.

*Print / Type Name of Applicant*

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*Month                                  Day                                  Year*

Signature: \_\_\_\_\_  
*Applicant - Signature must be provided*



## Step 5 - Submit Application

**Please return your completed application and authorization to us by one of the following methods:**

**Toll-Free Fax: 1.866.265.6300  
or Scan & Email: [nunavut@vitalcertificates.ca](mailto:nunavut@vitalcertificates.ca) or  
Regular Mail**

Vital Certificates, 79-622 Front Street, Nelson, BC V1L 4B7  
Toll-Free Phone: 1-866-828-9680

**IMPORTANT NOTE:** Although you can fill out the application online, you **cannot** save or email it. Please **type, print and sign** the application then fax, scan and email or mail your application to us. Applications are processed upon receipt. **We cannot change or cancel applications once received.**