Name of deceased _____ Date of Death _____ File # _____

"Protocol for Death certificates andCremains "

_____ Initials I/We understand Angels Cremation & Burial is unable to complete the Death Certificate (forward to Vital Records Office) until the VSIM Worksheet is completed, signed and dated.

_____ Initials Vital Records offices will **NO** longer allow us as a mortuary to order the free government issued death certificates. You are able to order one free government issued death certificate if your loved one has a social security number and one free if they served in the U S Military. Be sure to request the free government issued certificate on your application. (AZ Statue #R9-19-414 Services without charge)

_____ Initials I/We are aware I/We must order all ***certified death certificates.*** **www.azdhs.gov/vitalrcd** is the state website that provides all county information for ordering death certificates. Maricopa Vital Records information: 3221 N 16th St. #101, Phoenix, 85016, (602) 506-6805 or 4419 E Main St, Mesa, (480) 924-6315 Pinal Vital Records Information: 41600 W Smith Enke Rd, Maricopa, 85138, (520) 866-4621, 36235 N Gantzel Rd, San Tan Valley (520) 866-4670. We suggest calling their office to verify D/C is ready and you have what you need to purchase certificates.

_____ Initials I/WE are aware I/We can verify a copy of the information sent to vital records by Angels Cremation and Burial 48 hours after the VSIM worksheet has been received by Angels Cremation & Burial. (Remember Angels Cremation & Burial must file death certificate within 7 days of death).

_____ Initials I/We are aware once the certified death certificate has been sent to Maricopa County Vital Records they can require changes to be made to the certificate. Angels Cremation and Burial is not responsible for these changes.

_____ Initials I/We are aware I/We can request certified death certificates from County Vitals Records 10 days after the death of the loved one.

_____ Initials I/We are aware cremains can only be shipped Express US mail or air freight. Once the cremains are dropped at the US post office or airport Angels Cremation and Burial will no longer be responsible for the cremains or urn(s). I/We are taking full responsibility once the cremains have left the mortuaries care. Only the informant will be called to pick up cremains unless otherwise stated.

---------- Office Use Only ----------

By picking up the cremains of _____ I relieve **Angels Cremation &Burial of all liability**.

Print _____ Signed _____ Date _____

Mail Cremains to _____