

## **How to Apply for an Arizona Fetal Death Certificate**

Maricopa County Office of Vital Registration **Only** has Fetal Death Certificates for fetal deaths and Certificates of Birth Resulting in Stillbirth that occurred in Maricopa County. If you need a certified copy of a Fetal Death Certificate or Certificate of Birth Resulting in Stillbirth that occurred in another county, you must contact the county in which the event occurred or the state vital records office.

### **Eligibility & Requirements**

Only persons 18 years of age or older may obtain a certified copy of a Fetal Death Certificate or Certificate of Birth Resulting in Stillbirth. **Parents of record are excluded from the age requirement.** In addition, only the parents of a fetus or another person authorized by one of the parents may obtain a certified copy of a fetal death certificate.

If you are not the parents of the fetus, you must provide written authorization from one or both of the parents and a valid government issued picture I.D. in order to obtain a certified copy of the fetal death certificate.

### **How to apply**

- 1) The fee for a certified copy of a fetal death certificate or a certificate of birth resulting in stillbirth that occurred within the last 30 days in Maricopa County the fee is \$20.00 per certified copy.
- 2) **In Person** – The Office of Vital Registration is located at 3221 N 16<sup>th</sup> St., Ste 101, Phoenix, Arizona. The hours of operation are from 8:00 am to 4:30 pm Monday - Friday. You must bring with you a valid government issued picture identification, which includes your signature, such as a driver's license. If you are not the parent, you must bring written authorization from one or both of the parents.

- 3) **By Mail** – Mail your request with your notarized signature or include a copy of your valid government issued picture identification, with includes your signature and payment in the amount \$ 20.00 per copy. If you are not the parents, you must include written authorization from one or both of the parents.

A complete application, whether applying in person or by mail must contain all the following information:

The name of the stillborn if named  
The date of birth resulting in stillbirth  
The place of birth resulting in stillbirth  
(Hospital or residence & city or town & county)

The name of the hospital or facility  
The maiden name of the mother  
The full name of the father  
The number of certified copies being requested  
A complete mailing address indicating where the certified copies should be mailed.  
A daytime telephone number where we can reach you if there is a problem.  
Your signature (Notarized when applying by mail)

### **When is a Fetal Death Certificate or Certificate Resulting in Stillbirth filed?**

A Fetal Death Certificate is filed whenever a fetus dies before birth and the fetus is more than 20 weeks in gestational age or if the fetus weighs more than 350 grams. A Fetal Death Certificate may also be filed , if the fetus is less than 350 grams and the parents request it. However the attendant is not obligated to certify the certificate if under 20 weeks in gestational age or less that 350 grams.

In 2001, the Arizona State Legislature established a new certificate entitled

“Certificate of Birth Resulting in Stillbirth”.

A Certificate of Birth Resulting in Stillbirth may only be filed if over 20 weeks in gestational age.

## **ALL DOCUMENTS PROVIDED MUST BE ORIGINALS**

### **FETAL/STILLBIRTH CERTIFICATE FEE**

\$20.00

### **CORRECTION FEE**

\$30.00

### **VALID GOVERNMENT ISSUED PICTURE I.D. IS REQUIRED WITH ALL REQUESTS**

**SEND MAIL REQUESTS TO:**  
**OFFICE OF VITAL REGISTRATION**  
**PO BOX 2111**  
**PHOENIX, AZ 85001**



**MARICOPA COUNTY**  
**OFFICE OF VITAL REGISTRATION**  
3221 N. 16<sup>th</sup> ST., #101  
PHOENIX, AZ 85016

**8:00 AM - 4:30 PM**  
**TEL (602) 506-6805**

**HOW TO APPLY FOR A  
FETAL DEATH CERTIFICATE**