

How to obtain Death Certificate

- **What is Death Certificate?**

Death Certificate is considered as one of the most important document issued by the Government to the nearest relatives of the deceased, stating the date, fact and cause of death of any person of the concerned State.

- **Why is it necessary?**

Death Certificate is required for the following purposes:

- It is required to register death, to prove the date, time, place & cause of death.
- It is required to establish the fact of death, for getting relieved from any kind of legal complicacies faced by his/her relatives after the death of an individual.
- It is essential to enable the family members for settlement of property inheritance, getting legal heir etc.
- It helps the family members to avail all financial securities and other benefits like pension.

- **Legal Framework**

In India, it is mandatory under the law [as per the Registration of Births & Deaths Act, 1969 ([External website that opens in a new window](#))] to register every death with the concerned State/Union Territories of Indian Government within 21 days of its occurrence. Arunachal Pradesh registration of Births & Deaths Rules, 2001 under Births & Deaths Act, 1969 have been framed and published in Arunachal Pradesh Gazette (Part III) dated 2nd March, 2001.

- **Concerned Department**

Department of Planning, Programme Implementation Economics and Statistics,
Government of Arunachal Pradesh

- **Eligibility to apply for Death Certificate**

Any person who dies in the State of Arunachal Pradesh is eligible to get the Death certificate.

- **Procedure to get the Death Certificate**

- In case death occurs in house, the oldest person or head of the family has to report to the nearest Birth and Death Registration Office.
- If it occurs in Hospital it can be reported by the Medical Officer In-Charge of the locality.
- In case it occurs in the local area, it is registered by the headman of the village or the in-charge of the local police station.
- Death Registration has been done in the State as per Birth & Death Registration Act, 1969 and every death is registered within 21 days at the place of its occurrence.
- Death should be reported within 1 month in a plain application forwarded by Gaon Bura/ Anchal Samiti Member/ Any HoD or Gazetted Officer, to the nearest Registrar of Death.
- For applying death certificate, death has to be registered first to the concerned authority of the locality.
- The form is available in the offices of local bodies.

- **How to apply with necessary documents/paper?**

Attach certificate issued by any registered medical practitioner/doctor stating the name, date, time, place, cause of death of the deceased.

- **Form**

Death Certificate is applied in Form No. _____

The Citizens of the State get this form from the nearest Birth Registration Office.

- **Fees for obtaining the death certificate**

- Within 1 month - Rs.5
- After 1 month - Rs.10
- After 1 year - Rs.15

- **Sanctioning Authority of the Certificate**

- Additional District Registrar of Death/ District Statistical Officer (DSO) at the district level.
- At Circle and Sub Divisional levels - Administrative Officers (SDO/EAC/CO) will issue the certificate as Registrars of Death.

- **Who to register complaint/appeal?**

In case of any problem, the applicant may register complaint in compliant register of the Department.

- **For more Information contact:**

- Additional District Registrar of Death/ District Statistical Officer (DSO) at the district level.
- At Circle and Sub Divisional levels - Administrative Officers (SDO/EAC/CO) will issue the certificate as Registrars of Death

- **Official Timing**

10 A. M to 5 P. M in all working days

- **Validity Period**

It is permanent in nature.