



Pat Quinn, Governor
Damon T. Arnold, M.D., M.P.H., Director

925 East Ridgely Avenue • Springfield, Illinois 62702-2737 • www.idph.state.il.us

February 22, 2011

Dear Local Registrars and County Clerks:

P.A. 92-0141 allows a \$2 fee to be collected for all certified copies of death or fetal death records issued. This \$2 fee is collected for the first and for each additional death or fetal death certified copy issued by your office. You are required to keep track of the number of certified death copies issued by your office.

This is a reminder that the number and totals from the \$2 fee must be transmitted monthly to the Division of Vital Records, Illinois Department of Public Health, and will subsequently be deposited into the Death Certificate Surcharge Fund. The additional revenue created by this Act has been used to implement and maintain a statewide Electronic Death Registration system. **Attached** is a 12 month supply of the VR 360 cards.

For Local Registrars, the VR 360 requires the report of the total number of certified copies of all death and fetal death records issued each month. (See enclosed sample on how to complete).

For county clerks who are not local registrars, we have a separate VR 360cc card requiring the same reporting as the local registrars.

Please make the check payable to the Illinois Department of Public Health, and include a copy of the VR 360 or VR 360cc and mail to:

**Division of Vital Records
Death Certificate Surcharge Fund
Illinois Department of Public Health
925 E. Ridgely
Springfield, IL 62702-2737**

Please note that P.A. 92-0141 allows local registrars and county clerks to charge more than the state registrar.

Should you have any questions, please e-mail Dan Pippin at dan.pippin@illinois.gov. Thank you all for your cooperation and support.

Sincerely,

George S. Rudis
Deputy State Registrar

cc: IFDA ✓
FDSA

Improving public health, one community at a time

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