

## **CORRECTION**

### **DEATH CERTIFICATE**

*The following instructions are for corrections being made to a Certificate of Death which has been placed on file with Vital Statistics.*

**Note:** Be very careful when completing any [correction affidavit](#)

#### **AN ITEM CAN BE CORRECTED ONLY ONE TIME**

Once an item has been amended, it cannot be amended again except upon receipt of a court order from an Idaho Court.

----- The requirements for correcting a death certificate are as follows:

(Please note: The following instructions do not apply in all cases, depending on circumstances and/or any previous actions taken.)

#### **Less than one year** from the date of the event:

An incorrect item on a certificate of death may be amended with a completed [correction affidavit](#). The affidavit must:

- (1) Identify the certificate to be corrected.
- (2) Include the incorrect information as it is listed on the certificate.
- (3) State the correct information as it should appear.

In most cases no supporting documents will be required.

The correction affidavit must be signed by the next of kin, informant, funeral director who signed the death certificate, or the certifier (depending on the item to be corrected and the circumstances), and their signature must be notarized.

- Corrections to the demographic section (top) can be signed by either the informant, the next of kin (closest in relation), or the funeral director who signed the death certificate. **Please Note:** If the funeral director who signed the death certificate is no longer available, the informant or the next of kin will need to sign the affidavit. A different funeral director cannot sign for the correction.
- Corrections to the decedent's marital status must, in most cases, be signed by the informant.
- All corrections to the medical section including the date of death must be signed by the certifier.

#### **More than one year** from the date of the event:

A completed [correction affidavit](#) (as noted above in the instructions for less than one year) is required, along with one or more documents that support the requested amendment.

Contact Vital Statistics with any questions at 208-334-5990.