

Request for Expedited Death Certificate Issuance

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Vital Records Office

[Office Address]

[City, State, Zip Code]

Subject: Appeal for Expedited Issuance of Death Certificate

Dear [Vital Records Office/Specific Contact Name],

I am writing to formally request the expedited issuance of the death certificate for my [relationship to deceased, e.g., father/mother/sibling], [Full Name of Deceased], who passed away on [Date of Death]. The record number for the request is [Record Number if available].

This death certificate is urgently required to process [his/her] life insurance claims, and the standard processing time would create a significant delay in resolving financial matters during this difficult time. I have attached all necessary documentation including proof of relationship, the original application, and any relevant payment receipts.

Given the circumstances and the necessity of obtaining these funds, I kindly request that you consider this appeal for expedited processing. Your assistance in this matter would be tremendously appreciated.

Thank you for your attention to this urgent request. I look forward to your prompt response.

Sincerely,

[Your Name]