

Request for Issuance of Death Certificate

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Department/Office Name]

[Organization Name]

[Office Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the process for obtaining a death certificate for [Deceased's Name], who passed away on [Date of Death]. This document is necessary for immigration purposes.

Could you please provide information on the following:

- The required documents for the application.
- The processing time for issuance.
- Any applicable fees.
- Information on how to submit the application (online, in-person, etc.).

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

Sincerely,

[Your Name]