



Health, Housing & Community Services
Public Health Officer Unit - Office of Vital Statistics
 1947 Center Street, 1ST Floor Berkeley, CA 94704
 (510) 981-5320, Fax: (510) 981-59395
 Email: vitalrecords@berkeleyca.gov

**EDRS-FDRS
 SERVICE REQUEST**

FAX TO (510) 981-5395

1 RECORD INFORMATION

Name of Decedent – First		Middle	Last	
Date of Death (MM/DD/YYYY)	Sex	City of Death Berkeley	EDRS RECORD #	FDRS RECORD #

2 ACTION REQUESTED (Please check all options that apply)

- Unlock Record:
- Personal information Section** (Note: This will DELETE EMBALMER’S Signature.)
 - Physician Medical Information Section** (Note: This will DELETE PHYSICIAN’S remote attestation.)
 - Coroner Information Section** (Note: This will DELETE MEDICAL EXAMINER’S Signature.)
 - Funeral Home Information Section** (Note: This will DELETE THE EMBALMER’S Signature.)

STATE REASON FOR UNLOCKING: _____

- Review MI
- Permit:
 - Issue permit # _____
 - Do not issue permit # _____
- Abandon Record:
 - Death Certificate
 - Amendment # _____
- Ship Out / International Disposition / Religious Burial
- Request for Non-Contagious Disease Letter
- Other: _____

3 REQUESTOR’S INFORMATION

Today’s Date	Name of Funeral Home/Hospital /Coroner	Contact Person (Requestor)
Email		Telephone #

For Berkeley Vital Statistics Use Only

Notes:	Employee Initials	Date processed
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