



**COUNTY OF GLENN
CLERK -RECORDER**

516 West Sycamore Street, 2nd Floor
Willows, CA 95988

SENDY PEREZ
Assessor
County Clerk
Recorder
Elections

(530) 934-6412 FAX (530) 934-6571

FAXSHEET MUST ACCOMPANY EVERY REQUEST PERTAINING TO DEATH CERTIFICATES AND BURIAL PERMITS.

REQUEST FOR EDRS RECORD

NAME OF DECEDENT: _____

DATE OF DEATH: _____ EDRS RECORD NUMBER: _____
(The EDRS Record number is located in the Decedent's folder)

Please check any that apply:

- _____ Medical Review
- _____ Full Review & Issuance of Burial Permit
- _____ Unlock PI (Note: This will delete the Embalmer's Signature)
- _____ Unlock MI (Note: This will delete Physician's Remote Attestation)
- _____ Unlock CI (Note: This will delete the Coroner's Signature)
- _____ Abandon Record
- _____ EDRS Amendment for multiple Disposition Permits
- _____ Ship out/Internaitonal Disposition
- _____ Other

Reason for Revision or other explanation as necessary:

Requestors Information

Date of Request: _____
Time Request Faxed: _____
Name of Funeral Home/Coroner: _____
Name of Contact Person: _____
Phone Number: _____

Recorder's Office Use Only

Fax Received by: _____
Date Fax Received: _____
Request Processed by: _____
Death Certificate and Burial Permit: Process Completed By: _____

Remarks:

