



REGISTERING A DEATH



Estate Planning
that connects
your head and
your heart.

A funeral director will normally register a death with Births, Deaths and Marriages on behalf of the person's family or friends.

Documents Required To Register

Cause of Death Certificate *

If your person has died in a hospital or nursing home, a doctor or medical practitioner will complete the cause of death certificate.

If your person dies at home you will need to have a doctor or palliative care nurse come and verify their death.

If your person died unexpectedly, in suspicious or unexplained circumstances the police will decide if the body needs to be transferred to the Coroner or they will complete the cause of death certificate.

Death Registration Form

In most states death registration forms can be completed online - we recommend you request a printed copy of the form to check dates and spellings as it can be easy to overlook mistakes on a screen.

Personal Information

You will need to know and provide detailed personal information (listed on the following page) about your loved one and their direct family, including correct dates and spellings.

How long do I have to register?

Deaths need to be registered within seven days of burial or cremation and will be completed by your funeral director or cremation service.

Can I register a death before burial or cremation?

No, you or your funeral director cannot register a death until after the body has been cremated or buried but you can complete the paperwork before that.

How long does it take to receive a death certificate?

It can take up to eight weeks to receive a copy of the death certificate, which will be sent directly to the person nominated on the registration form.

Can I complete my own death certificate?

You certainly can! Just leave the date and cause of death blank!!



Not sure of dates or spellings? Take your time and find out - it's easier to get it right the first time than fix it later.

Personal Info Pop Quiz

Surname

Given names

Surname at birth

Given names at birth

Place of birth

Period of residence in Australia

Occupation

Usual residence

RELATIONSHIP STATUS

Marital status [widowed, divorced, separated, married]

Spouse surname + given names [for all marriages]

Date of marriage [for all marriages]

Registered relationship [all]:
surname + given names + age

Defacto relationship at time of death:
surname + given names

Personal Info Pop Quiz

CHILDREN [all living and deceased]

Surname

Given names

Gender

Date of birth | Year of birth

PARENTS

Father's Surname

Father's surname at birth

Father's given names

Father's occupation

Mother's Surname

Mother's surname at birth

Mother's given names

Mother's occupation

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