



# City of Woburn, Massachusetts

## OFFICE OF THE CITY CLERK

City Hall  
10 Common Street  
Woburn, MA 01801  
781-897-5850

LINDSAY E. HIGGINS  
City Clerk

### MAIL-IN REQUEST FOR DEATH RECORD

This office maintains death records from 1640 through the present date.

If you are certain that the death record is on file in this office, you may order a copy by printing this form, completing with as much detail as is available, and mailing to the address above along with a check or money order made payable to the "City of Woburn". Copies of death records are \$10.00 for each copy.

If you are requesting a search of the records for a death, please print this form, complete with as much detail as possible and mail to the address above. Use the back of the form if more room is necessary. Although there is generally not a charge for research, an extensive search may result in a search charge. You will be notified before a search is conducted as to whether there will be a search charge. Once a record is confirmed as being on file in this office you will be notified and have the opportunity to purchase a copy at that time.

Copies of the records are also available in person at the Office of the City Clerk. We try to respond to mail-in requests on the day that they are received in this office.

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Name of Decedent: \_\_\_\_\_

Date of death: \_\_\_\_\_

Place of death: \_\_\_\_\_

Father: \_\_\_\_\_

Mother: \_\_\_\_\_

Check one: Search only: \_\_\_\_\_ Number of copies: \_\_\_\_\_

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Your name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Please include a self-addressed stamped envelope with your request.