



The death of each person, either Iranian or foreigner, must be notified to one of the State Personal Status Registration Departments. The death of Iranian nationals residing outside Iran must be notified to the official of Iranian Consulate Affairs in country of residence, or one of the departments of State Personal Registration Organization.

The following persons may notify death event and obtain Death Certificate:

- 1- The deceased's closest relative or any person who was present at the time of death while submitting identity card.
- 2- Police officers, official, proprietor or owner of the place where death event has been occurred.
- 3- Officials of cemeteries
- 4- Judicial and military authorities
- 5- Relief workers

Documents Necessary for Death Registration

- 1- The Identity Card and National Identity Card of the deceased (if any)
- 2- Death Certificate issued by the relevant physician, or hospital or officials of cemetery or presentation and presence of two witnesses before Personal Status Registration Department while submitting Identity Card.

Issuance of Summary of Death Certificate (Death Certificate):

- 1- Death Certificate shall be submitted to any person for any number of copies.
- 2- Certain amount equal to the current tariff shall be paid for issuance of Death Certificate.
- 3- The cost necessary for issuance of Death Certificate is ten thousand rials.

Manner of Refer, Registration of Death & Issuance of Death Certificate:

- In order to register death event and obtain Death Certificate, you may refer to all State Personal Registration Departments within office hours and days and if the required documents shall be completed, the death shall be registered and death certificate shall be issued at the same day.
- In case of non-submission of the deceased's ID Card, it is mandatory to present documents ascertaining his/her identity and under this circumstance, the death event shall be registered and the death certificate is issued after performance of administrative formalities.

Necessary Recommendations

- 1- It is most advisable to notify death event to Personal Status Registration Department within the specified moratorium (10 days).
- 2- Issuance of Death Certificate in the next phases requires submission of the deceased's Identity Card or notification of death registration number and date.
- 3- Issuance of Death Certificate necessitates registration of death event; considering the importance of the subject, it is essential to ensure from the authenticity of the contents mentioned in the relevant document before its signature.
- 4- At the time of obtaining Death Certificate, please ensure from the authenticity of the contents.
- 5- After death, Death Certificate supersedes the deceased's ID Card; this certificate is submitted if necessary.

Definitions & Concepts:

1- Death Document

Death Document is an official document in which the individuals' death is registered and based on which the Death Certificate is issued.

2- Death Certificate

Death Certificate which is the same as summary of death transcript is drawn up and submitted based on the contents mentioned in death document.

Suggestions & Criticisms

In case of any question, criticism or suggestion concerning issuance of death certificate or other services rendered by Sate Personal Status Registration Organization, please contact Public Relations Office of this organization.

Public Relations Office:

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