



**Town of Stoughton
10 Pearl Street
Stoughton, MA 02072**

**Phone: 781-341-1300
Fax 781-341-1032
www.stoughton-ma.gov**

**Stephanie G. Carrara, CMC/MMC
Town Clerk**

OBTAINING A CERTIFIED COPY OF A DEATH RECORD

You may obtain, in person or by mail, a death record from the Town Clerk's Office at the following address:

Town Clerk's Office
10 Pearl St.
Stoughton, MA 02072
(781) 341-1300
<http://www.stoughton.org>

The Town Clerk's Office hours are Monday – Wednesday, 8:30AM – 4:30PM, Thursday 8:30AM – 7:00PM, and Friday 8:30AM – 12:00 Noon.

The fee is \$10.00 per certified copy. The Town only accepts money orders by mail. The Town accepts personal checks, money orders, or cash in person. Money orders and checks should be made payable to "Town of Stoughton".

For requests in person at the Town Clerk's Office, you will need the following information:

- The name of the deceased.
- The date of death.

For requests by mail, please submit the following information:

The name of the deceased _____
The date of death _____
Your phone number (so we may contact you if necessary) _____
Include a self-addressed stamped envelope and mail this form with the \$10.00 fee (money order only) to the address above.