

## NH Death Certificate Timeline for Home Funeral Families

**(1) Death occurs in New Hampshire**

**(2) Next of-kin or Designated Agent obtains paper death certificate from a hospice nurse, ME, or other medical authority**

**(3) Next-of-kin or Designated Agent obtains signatures certifying cause and time of death on medical portion of the death certificate within 24 hours of the death**

**(4) Next-of-kin or Designated Agent completes the demographic portion of death certificate using black ink**

**(5) Next-of-kin or Designated Agent submits completed death certificate to the Town or City Clerk in the location where the death occurred within 36 hours of the pronouncement of death**

**(6) Clerk transfers information from the paper death certificate into the State Vital Statistics Electronic Death Registration System**

**(7) Clerk issues a Burial/Transit permit to the Next-of-kin or Designated Agent**

**(8) Person in charge of cemetery (private property owner in the case of a home burial) signs the Burial/Transit permit and submits it to the Town Clerk where the burial occurred within 6 days**

**(9) Person in charge submits a certified copy of the death certificate to the crematory operator to initiate a Cremation Authorization form**