Vitals Information Partnership Electronic Death Registration
City or Town Opt-in Notification Form

Please fill out the form below. You can send this information via email to vip@state.ma.us, you can fax the signed form to the Registry at 1-617-740-2711, or you can print the information and mail the form to:

Registry of Vital Records and Statistics - VIP
150 Mt. Vernon St.
Dorchester, MA 02125

_____ has decided to Opt-in to allow funeral directors
City/Town

to print ePermits.

I understand that as soon as a record is released to a Burial Agent in an Opt-in community, the funeral director (any funeral director who processes a death in your municipality) will be able to print the ePermit for the record and will be able to proceed with the disposition of the decedent, before the final review by the Burial Agent.

I also understand that the next available business day, the Burial Agent should review the record **online** (may send it back for corrections if necessary) and enter the date issued, local permit number and select the burial agent for printing on the permit and death certificate. The Burial Agent will release the record to the clerk of occurrence for registration when ready.

Signed,

_____ _____
Signature of designated Burial Agent for City/Town Date

_____ _____
Print Name Title

If you are emailing this form to the VIP Project Team, type your name in the signature and email from the designated burial agent's email address.