



ALAMEDA COUNTY HEALTH CARE SERVICES AGENCY  
PUBLIC HEALTH DEPARTMENT

**Colleen Chawla**, Director  
**Kimi Watkins-Tartt**, Director  
**Nicholas Moss, MD, MPH**, Health Officer

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**Vital Registration**

1100 San Leandro Blvd.  
San Leandro, CA 94577

**John Serrano**, Deputy Registrar  
(510) 267-8074  
FAX: (510) 273-3766

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DATE: 12/04/2019  
TO: Hospitals and Funeral homes  
FROM: Vital Registration  
SUBJECT: OFFICE CLOSURE / EMERGENCY FILING ON WEEKENDS AND HOLIDAYS

In order to meet the needs of our diverse community, Alameda County Vital Registration has established a procedure for emergency filing.

On weekends and holidays, emergency death registration and burial permits may be obtained between the hours of 10:00 a.m.–12:00 p.m. through **EDRS/FDRS**.

Please create the record in EDRS/FDRS, call (510) 268-7657, listen to the recorded message, leave a message and we will return your call. Note that phone number listed above is for emergency filing use only. Messages will not be reviewed during regular business hours.

Please pay online using the link below:

<https://vitalreg.acphd.us/>

\$ 24 for a certified copy of a death certificate.  
\$ 21 for a certified copy of a fetal death certificate.  
\$ 12 for a burial permit.

A convenience fee will be charged based on the total amount of each transaction. A transaction of \$60 or less will be charged a flat rate fee of \$1.50. Any transaction amount of more than \$60 will be charged a 2.49% rate fee.

As a reminder, we cannot process any deaths/fetal deaths that occurred in the City of Berkeley. This service is strictly for **emergency religious burials only**. For all other matters, please contact us during regular business hours, M - F 9 a.m. – 12 p.m., and 1 p.m. – 4 p.m.

If you have any questions, please free to call me at (510) 267-8074.

Sincerely,

John Serrano  
Vital Registration Supervisor

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