

Alpena County Medical Examiner's Office

Mid Michigan Medical Examiner Group

main@mmmeg.org

231-510-6205

RECORDS REQUESTS

Please email: records@mmmeg.org

CREMATION PERMIT REQUESTS

Alpena County policy is a \$50 permit fee. Fees are to be paid to the Alpena County Clerk's Office.

1. Death Certificates that are to be signed by the Primary Care Physician in regards to Cremation Permit Requests:

- a. Please obtain a Primary Care Physician signature on the Death Certificate.
- b. Please send Death Certificates and requests through the Electronic Death Registration System. Please include your email address and fax number.
- c. A cremation permit review will be conducted and requests fulfilled. Our Policy is a 24hr turnaround period. Please call if you have an extenuating circumstance or email the Medical Examiner office main@mmmeg.org

2. Medical Examiner signed Death Certificates in regards to Cremation Permit Requests:

- a. All of the above except you will include a request for a Death Certificate for the Medical Examiner to complete and sign.

Our staff is available to monitor this process on a continual basis. Please call or email with any and all questions.