

# CRAWFORD COUNTY MEDICAL EXAMINER'S OFFICE

DR. PAUL WAGNER, D.O.

PH 231-510-6205

## FUNERAL HOME PROCEDURES

**DEATH CERTIFICATE REQUESTS**- Please send requests through the State of Michigan Electronic Registration(EDRS) to Dr. Paul Wagner

**RECORDS REQUESTS & SUPPLEMENTALS** - Please email: [records@mmmeg.org](mailto:records@mmmeg.org)

**CREMATION PERMIT REQUESTS** - Crawford County policy is a \$50 permit fee. Fees are to be paid in advance as detailed below.

1. Primary Care Physician Death Certificates signed for Medical Examiner Cremation Permit Request:

- a. Please Obtain Signature of Primary Care Physician on the Death Certificate
- b. Please Pay Fee for Cremation Permit
  - i. Please go to [www.govpaynow.com](http://www.govpaynow.com), 1-888-604-7888, or visit the Treasurer's Office to prepay
  - ii. [www.govpaynow.com](http://www.govpaynow.com) PLC: 5883 (Clerk of the court-vital records)
  - iii. Or What would you like to do? (Pay Permits) --State? (Michigan) --Agency? (Clerk of the court)  
--Payment Type (vital records/5883)
  - iv. Deceased Name, Funeral Home Phone # and Type of Record (Cremation Permits)
  - vi. .Payment Amount: \$50.00
  - vii. Payer information (please include email address)
- c. Please Use EDRS (Electronic Death Registration System) for the Official Cremation Permit Request to Dr. Paul Wagner
- d. Please Send Receipt of Payment with name of decedent to the Medical Examiner's office at [main@mmmeg.org](mailto:main@mmmeg.org) or fax 231-440-0806. Be sure to include your email address and fax number.
  - e. A cremation permit review will be conducted and requests fulfilled via EDRS. Our Policy is a 24hr turnaround period. Please call if you have an extenuating circumstance or email the Medical Examiner office [main@mmmeg.org](mailto:main@mmmeg.org)

2. Medical Examiner signed Death Certificates for Cremation Permit Requests:

- a. All of section one above with addition of including a request for Death Certificate via EDRS (Electronic Death Registration System) for the Medical Examiner to complete and sign via EDRS.  
Our staff is available to monitor this process on a continual basis. Please email or call with any and all questions.