

## Request for Certified Copies of Birth, Marriage and Death Certificates

Certified copies of Birth, Marriage or Death Certificate are \$15.00 for the first copy and \$6.00 for any additional copies.

### BIRTH CERTIFICATES

Full Name on Certificate:

\_\_\_\_\_  
First Name Middle Name Last Name

Date of Birth:

\_\_\_\_\_  
Month Day Year

Father's Full Name

\_\_\_\_\_  
First Name Middle Name Last Name

Mother's Full Name

\_\_\_\_\_  
First Name Middle Name Maiden Name

### MARRIAGE CERTIFICATES

Full Maiden Name of Bride:

\_\_\_\_\_

Full Name of Groom:

\_\_\_\_\_

Date of Marriage (*Month/Day/Year*) \_\_\_\_\_

### DEATH CERTIFICATES

Full Name of Decedent \_\_\_\_\_

Date of Death (*Month/Day/Year*) \_\_\_\_\_

Date of Birth (*Month/Day/Year*) \_\_\_\_\_

Indicate your Relationship to the Person Whose Certificate is Requested: (Check one)

- |   |   |
|---|---|
| <input type="checkbox"/> Self   | <input type="checkbox"/> Guardian                     |
| <input type="checkbox"/> Spouse   | <input type="checkbox"/> Descendant                   |
| <input type="checkbox"/> Registered Domestic Partner  | <input type="checkbox"/> Attorney of person on record |
| <input type="checkbox"/> Parent   | <input type="checkbox"/> Genealogist ID # _____       |
| <input type="checkbox"/> None of the above (short form will be issued for Death Certificates only). |   |

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

(By signing, I swear/affirm that the information above is true and correct.)

\_\_\_\_\_  
Address

Revised: July 29, 2010

## Proof of Identity of Applicant:

**Applicant must provide one of these:**

- ☐ Driver's License
- ☐ Passport
- ☐ Government issued picture I.D.

**OR two of these:**

- ☐ Utility bills
- ☐ Bank statements
- ☐ Vehicle registration
- ☐ Income tax return
- ☐ Personal Check w/address
- ☐ A previously issued vital record
- ☐ Letter from government agency requesting record (DHHS, WIC)
- ☐ Department of Corrections I.D. card
- ☐ Social Security Card
- ☐ DD 214
- ☐ Hospital; birth worksheet
- ☐ License/rental agreement
- ☐ Pay stub
- ☐ W-2
- ☐ Voter Registration card
- ☐ Disability award from SSA
- ☐ Other \_\_\_\_\_

<u>Document</u>	<u>Quantity</u>
Certified Birth	_____
Additional Copies Birth	_____
Certified Death	_____
Additional Copies Death	_____
Certified Marriage	_____
Additional Copies Marriage	_____
Marriage License	_____
Disposition Permit	_____

**Establishing eligibility to acquire record:**

- ☐ Related applicants must provide proof of lineage.
- ☐ Domestic Partners must provide proof of registration of domestic partnership
- ☐ Attorneys must provide a signed, notarized release from family
- ☐ Genealogists must provide State-issued card