

Application to Local Registrar
for Copy of Birth Record

Fee: County Districts - \$30.00 / Other Districts - \$10.00 per certified copy or No Record Certification			
Identification Requirements: Application <i>must</i> be submitted with copies of either A or B. (Note: Copy of Passport required if request is made from a foreign country that requires a U.S. Passport for travel.) A. One (1) of the following forms of valid photo-ID : -OR- B. Two (2) of the following showing the applicant's name and address:			
• Driver license • Non-driver photo-ID card • Passport • U.S. military issued photo-ID		• Utility or telephone bills • Letter from a government agency dated within the last six (6) months	
Name: (as listed on birth certificate)			Date of Birth:
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>(mm / dd / yyyy)</i>
Town, city or village where birth occurred:		Name of hospital where birth occurred: (If known)	
Maiden Name of Mother: (as listed on birth certificate)			Local Registration No.: (If known)
<i>First</i>	<i>Middle</i>	<i>Maiden Last</i>	
Father: (as listed on birth certificate)			Number of Copies Requested:
<i>First</i>	<i>Middle</i>	<i>Last</i>	
Purpose for which Record is Required: (Check one)			
☐ Passport ☐ Social Security ☐ Retirement ☐ Other (specify) _____ ☐ Employment ☐ Working Papers ☐ School entrance ☐ Driver license ☐ Marriage license ☐ Welfare assistance ☐ Veteran's benefits ☐ Court proceeding ☐ Entrance into Armed Forces			
If request is not from child/parents named on the requested certificate, notarized authorization is required.			
What is your relationship to person whose record is required? (If self, state "SELF".)		If attorney, give name and relationship of your client to person whose record is required:	
Signature of Applicant:		Date Signed: Month Day Year	
Address of Applicant:		FOR REGISTRAR'S USE ONLY (Photocopy ID and attach to application form)	
(Applicant's Name) _____ (Street) _____ (City) _____ (State) _____ (Zip) _____		Type of ID: ☐ Driver License Issuing state: _____ Expiration date: _____ Number: _____ ☐ Other ID. Specify Number: _____ Type: _____ Number: _____ Type: _____	
Telephone No.: () _____			

TYPES OF ACCEPTABLE IDENTIFICATION

1. Driver's license
2. Non-driver's license
3. Passport
4. Naturalization Papers
5. Military ID
6. Employer's Photo ID
7. Two utility bills, showing applicant's name and address
8. Police report of lost or stolen ID

DO NOT ISSUE COPY UNLESS ONE OF THE ABOVE TYPES OF IDENTIFICATION IS PRESENTED