

Birth Certificate

Death Certificate

Marriage Certificate

Name on birth record:

\_\_\_\_\_

Date of Birth: \_\_\_\_\_

How many copies? \_\_\_\_\_

Parents Names (with mother's maiden):

\_\_\_\_\_

Applicant Name:

\_\_\_\_\_

Applicant Address & Phone #:

\_\_\_\_\_

Indicate your Relationship to the person on requested record below:

- Self
- Spouse
- Registered Domestic Partner
- Parent
- Guardian
- Descendant
- Attorney of person on record
- Genealogist ID # \_\_\_\_\_

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

Applicant Signature:

\_\_\_\_\_

Today's Date: \_\_\_\_\_

\$15 for 1<sup>st</sup> copy, \$6 for each additional copy

Full Name of Decedent:

\_\_\_\_\_

Date of Death: \_\_\_\_\_

How many copies? \_\_\_\_\_

Applicant Name:

\_\_\_\_\_

Applicant Address & Phone #:

\_\_\_\_\_

Indicate your Relationship to the person on requested record below:

- Spouse
- Registered Domestic Partner
- Parent
- Guardian
- Descendant
- Funeral Director
- Attorney of person on record
- Genealogist ID # \_\_\_\_\_
- None of the above (short form will be issued)

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

Applicant Signature:

\_\_\_\_\_

Today's Date: \_\_\_\_\_

\$15 for 1<sup>st</sup> copy, \$6 for each additional copy

Full Maiden Name of Bride:

\_\_\_\_\_

Full Name of Groom:

\_\_\_\_\_

Date of Marriage: \_\_\_\_\_

How many copies? \_\_\_\_\_

Applicant Name:

\_\_\_\_\_

Applicant Address & Phone #:

\_\_\_\_\_

Indicate your Relationship to the person on requested record below:

- Self/Spouse
- Parent
- Guardian
- Descendant
- Attorney of person on record
- Genealogist ID # \_\_\_\_\_

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

Applicant Signature:

\_\_\_\_\_

Today's Date: \_\_\_\_\_

\$15 for 1<sup>st</sup> copy, \$6 for each additional copy

----- **This side to be completed by office personnel** -----

# of Copies Issued: \_\_\_\_\_ Cost: \$ \_\_\_\_\_ Clerk's Initials: \_\_\_\_\_

**Birth Certificate**

**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 \_\_\_\_\_

**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 a state-issued card

Do not retain copies of proof provided or note any specific numbers

# of Copies Issued: \_\_\_\_\_ Cost: \$ \_\_\_\_\_ Clerk's Initials: \_\_\_\_\_

**Death Certificate**

**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 \_\_\_\_\_

**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 a state-issued card

Do not retain copies of proof provided or note any specific numbers

# of Copies Issued: \_\_\_\_\_ Cost: \$ \_\_\_\_\_ Clerk's Initials: \_\_\_\_\_

**Marriage Certificate**

**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 \_\_\_\_\_

**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 a state-issued card

Do not retain copies of proof provided or note any specific numbers