

APPLICATION FOR CERTIFIED COPY OF A BIRTH CERTIFICATE

COMPLETE ALL ITEMS BELOW

INSTRUCTIONS:

This form must be COMPLETED AND NOTARIZED before a Certified birth certificate will be issued. If requesting in person, in our office, a PHOTO ID for PROOF OF IDENTITY must be presented.

Applicant Information	THE FOLLOWING INFORMATION IS ABOUT THE PERSON COMPLETING THIS APPLICATION							
	YOUR Name (Please Print)							
	YOUR Signature							
	YOUR Daytime Telephone Number	Purpose for which this record is needed						
	Your Street Address							
City/State/Zip								
Relation to Person Named on Certificate	The above named applicant is related to the person named on the Birth Certificate being requested as:							
	(Please circle one)							
<table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Self</td> <td style="text-align: center;">Parent</td> <td style="text-align: center;">Guardian **</td> </tr> <tr> <td style="text-align: center;">Spouse</td> <td style="text-align: center;">Child</td> <td style="text-align: center;">Authorized Representative **</td> </tr> </table>			Self	Parent	Guardian **	Spouse	Child	Authorized Representative **
Self	Parent	Guardian **						
Spouse	Child	Authorized Representative **						
** PROOF of Guardianship, or NOTARIZED PROOF of authorization representation MUST be PRESENTED with this form.								
Birth Information	First Name	Middle Name	Last Name At Birth					
	Date of Birth	City/Town	County					
	Mother's First Name	Middle Name	Maiden Name					
Father's First Name	Middle Name	Last Name						
Notary Use	Identification Presented <input type="checkbox"/>							
	On this ____ day of _____, 20__ before me, the undersigned, a Notary Public for the State of _____, personally appeared _____, known to me or proved to me AFTER PRESENTATION OF IDENTIFICATION, that he or she is the person signing the affidavit on this application.							
	_____ Notary Signature							
	Printed Name of Notary _____		Notary Seal					
	Notary public State of _____ Residing At: _____ My Commission Expires: _____							

» » » **NOTICE: STATE LAW PROVIDES PENALTIES FOR PERSONS WHO WILLFULLY & KNOWINGLY USES OR ATTEMPTS TO USE OR FURNISH TO ANOTHER FOR USE, FOR ANY PURPOSE OF DECEPTION, ANY CERTIFICATE, RECORD, REPORT OR CERTIFIED COPY MADE, ALTERED, AMENDED OR MUTILATED.**