

**WHERE TO WRITE FOR VITAL RECORDS**  
**(Updated February 2019)**

**National Center for Health Statistics**

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# Introduction

As part of its mission to provide access to data and information relating to the health of the Nation, the National Center for Health Statistics produces a number of publications containing reference and statistical materials. The purpose of this publication is solely to provide information about individual vital records maintained only on file in State or local vital statistics offices.

An official certificate of every birth, death, marriage, and divorce should be on file in the locality where the event occurred. The Federal Government does not maintain files or indexes of these records. These records are filed permanently either in a State vital statistics office or in a city, county, or other local office.

To obtain a certified copy of any of the certificates, write or go to the vital statistics office in the State or area where the event occurred. Addresses and fees are given for each event in the State or area concerned.

To ensure that you receive an accurate record for your request and that your request is filled expeditiously, please follow the steps outlined below for the information in which you are interested:

- Write to the appropriate office to have your request filled.
- Under the appropriate office, information has been included for birth and death records concerning whether the State will accept checks or money orders and to whom they should be made payable. This same information would apply when marriage and divorce records are available from the State office. However, it is impossible for us to list fees and addresses for all county offices where marriage and divorce records may be obtained.
- For all certified copies requested, make check or money order payable for the correct amount for the number of copies you want to obtain. Cash is not recommended because the office cannot refund cash lost in transit.
- Because all fees are subject to change, a telephone number has been included in the information for each State for use in verifying the current fee.
- States have provided their home page address for obtaining current information.
- Type or print all names and addresses in the letter.
- Give the following facts when writing for birth or death records:
  1. Full name of person whose record is being requested.
  2. Sex.
  3. Parents' names, including maiden name of mother.
  4. Month, day, and year of birth or death.
  5. Place of birth or death (city or town, county, and State; and name of hospital, if known).
  6. Purpose for which copy is needed.
  7. Relationship to person whose record is being requested.
- Give the following facts when writing for marriage records:
  1. Full names of bride and groom.
  2. Month, day, and year of marriage.
  3. Place of marriage (city or town, county, and State).
  4. Purpose for which copy is needed.
  5. Relationship to persons whose record is being requested.
- Give the following facts when writing for divorce records:
  1. Full names of husband and wife.
  2. Date of divorce or annulment.
  3. Place of divorce or annulment.
  4. Type of final decree.
  5. Purpose for which copy is needed.
  6. Relationship to persons whose record is being requested.

## Alabama

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$15.00	Alabama Center for Health Statistics Alabama Department of Public Health P.O. Box 5625 Montgomery, AL 36103-5625	<p>State office has records since January 1908. Additional copies of the same record ordered at the same time are \$6.00 each.</p> <p>Personal check or money order should be made payable to <b>State Board of Health</b>. To verify current fees, the telephone number is (334) 206-5418. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.alabamapublichealth.gov/vitalrecords/">http://www.alabamapublichealth.gov/vitalrecords/</a>.</p> <p>A signature of the applicant is required.</p>
Marriage	\$15.00	Same as Birth or Death	<p>State office has records since August 1936. Additional copies ordered at the same time are \$6.00 each.</p> <p>Personal check or money order should be made payable to <b>State Board of Health</b>. To verify current fees, the telephone number is (334) 206-5418. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.alabamapublichealth.gov/vitalrecords/">http://www.alabamapublichealth.gov/vitalrecords/</a>.</p> <p>A signature of the applicant is required.</p>
	Varies	See remarks	<p>For marriages prior to August 1936, contact Probate Court in county where license was issued.</p>
Divorce	\$15.00	Same as Birth or Death	<p>State office has records since January 1950. Additional copies ordered at the same time are \$6.00 each.</p> <p>Personal check or money order should be made payable to <b>State Board of Health</b>. To verify current fees, the telephone number is (334) 206-5418. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.alabamapublichealth.gov/vitalrecords/">http://www.alabamapublichealth.gov/vitalrecords/</a>.</p> <p>A signature of the applicant is required.</p>
	Varies	See remarks	<p>For divorces prior to 1950, contact Clerk of Circuit Court in county where divorce was granted.</p>

## Alaska

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$30.00	Department of Health and Social Services Alaska Health Analytics & Vital Records Section P.O. Box 110675 Juneau, AK 99811-0675	State office has records since the 1890's; however, many events before 1930 were never registered with the Bureau. Personal check or money order should be made payable to <b>Bureau of Vital Statistics</b> . Additional copies of the same record ordered at the same time are \$25.00. To verify current fees, the telephone number is (907) 465-3391. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at the Alaska Health Analytics & Vital Records Section website. <a href="http://dhss.alaska.gov/dph/VitalStats">http://dhss.alaska.gov/dph/VitalStats</a> .  <b>ALL REQUESTS MUST INCLUDE A COPY OF A PICTURE ID OF THE APPLICANT.</b> Enlarge the copy and lighten it as much as possible to be sure that it is clear and readable when sent to the Bureau. A signature under the copied ID is also required.
Heirloom Birth	\$55.00	Same as Birth or Death	Two different certificates by Alaskan artists are available. Friends and relatives may order gift certificates for persons entitled to order the record. The heirloom certificates as well as instructions and order forms may be viewed via the Internet at the Alaska Health Analytics & Vital Records Section website <a href="http://dhss.alaska.gov/dph/VitalStats">http://dhss.alaska.gov/dph/VitalStats</a> . Additional copies of the same certificate ordered at the same time are \$50.00.
Marriage	\$30.00	Same as Birth or Death	State office has records since the 1890's; however, many events before 1930 were never registered with the Bureau. Additional copies of the same record ordered at the same time are \$25.00.
Heirloom Marriage	\$65.00	Same as Birth or Death	Three different heirloom marriage certificates are available. Friends and relatives may order gift certificates for persons entitled to order the record. The heirloom certificates as well as instructions and order forms may be viewed via the Internet at the Alaska Health Analytics & Vital Records Section website <a href="http://dhss.alaska.gov/dph/VitalStats">http://dhss.alaska.gov/dph/VitalStats</a> . Additional copies of the same certificate ordered at the same time are \$60.00.
Divorce	\$25.00	Same as Birth or Death	State office has records since 1950. Additional copies of the same record ordered at the same time are \$25.00.

Varies

See remarks

Clerk of Superior Court in judicial district where divorce was granted. Juneau and Ketchikan (First District), Nome (Second District), Anchorage (Third District), Fairbanks (Fourth District).

## **American Samoa**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death Amendments	\$5.00 \$7.00	American Samoa Government Department of Homeland Security Office of Vital Statistics P.O. Box 6894 Pago Pago, AS 96799	Registrar has birth records since 1890 and death records since 1900. Money order should be made payable to the <b>Office of Vital Statistics/ASG</b> . Personal checks are not accepted. To verify current fees, the telephone numbers are: (684) 633-1405/1406. For Health Information Office, Health and Vital Statistics call (684) 633-4606/2262.  Personal identification is required for verification and a notarized letter before record will be sent.
Marriage	\$5.00	Same as Birth or Death	
Marriage License	\$20.00		
Divorce	\$5.00	High Court of American Samoa American Samoa Government Pago Pago, AS 96799	

## Arizona

Place of event	Cost of copy	Address	Remarks
Birth Death	Varies Varies	The Bureau of Vital Records Arizona Department of Health Services P.O. Box 6018 Phoenix, AZ 85005	<p>The Bureau of Vital Records has records since July 1909 and abstracts of records filed in counties before then.</p> <p>Some county offices in Arizona are able to provide certified copies of birth and death certificates. Please go to <a href="http://www.azdhs.gov/licensing/vital-records/index.php">http://www.azdhs.gov/licensing/vital-records/index.php</a> for a listing of county offices.</p> <p>The Bureau of Vital Records does not accept personal checks. A money order or cashier's check should be made payable to <b>Bureau of Vital Records</b>. To verify current fees, the telephone number is (602) 364-1300. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.azdhs.gov/licensing/vital-records/index.php">http://www.azdhs.gov/licensing/vital-records/index.php</a>.</p> <p>Applicants must submit a copy of picture identification or have their request notarized and need to include a self-addressed stamped envelope.</p>
Marriage	Varies	See remarks	Clerk of Superior Court in county where license was issued.
Divorce	Varies	See remarks	Clerk of Superior Court in county where divorce was granted.

## Arkansas

Place of event	Cost of copy	Address	Remarks
Birth Death	\$12.00 \$10.00	Arkansas Dept. of Health Vital Records Section Slot 44 4815 West Markham St. Little Rock, AR 72205	<p>State office has records since February 1914 and some original Little Rock and Fort Smith records from 1881. Additional copies of the same birth record, when requested at the same time, are \$10.00 each. Additional copies of the same death record, when requested at the same time, are \$8.00 each.</p> <p>Personal check or money order should be made payable to <b>Arkansas Department of Health</b>. To verify current fees, the telephone number is (501) 661-2336. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.healthyarkansas.com">http://www.healthyarkansas.com</a>.</p> <p>A photo ID of the person requesting the record is required with each application.</p>
Marriage	\$10.00	Same as Birth or Death	<p>Coupons since 1917. Additional copies of the same marriage record, when requested at the same time, are \$10.00 each.</p>
Marriage (County)	Varies	Same as Birth or Death	<p>Full certified copy may be obtained from County Clerk in county where license was issued.</p> <p>A certified copy of a marriage coupon may be obtained from the state.</p>
Divorce	\$10.00	Same as Birth or Death	<p>State office has coupons since 1923. Additional copies of the same marriage record, when requested at the same time, are \$10.00 each.</p>
	Varies	See remarks	<p>Full certified copy may be obtained from Circuit or Chancery Clerk in county where divorce was granted.</p> <p>A certified copy of a divorce coupon may be obtained from the state.</p>

# California

Place of event	Cost of copy	Address	Remarks
Birth	\$25.00	CA Department of Public Health - Vital Records MS: 5103 P.O. Box 997410 Sacramento, CA 95899-7410	<p>The State office has records since July 1905. For earlier records, contact the County Recorder in the county where the event occurred.</p> <p>A personal check or money order should be made payable to <b>CDPH Vital Records</b>. Please do not send cash. To verify current fees, the telephone number is (916) 445-2684. This is a recorded message with an option to talk to a customer service representative. Information on how to obtain certified copies is also available via the California Department of Public Health website at: <a href="http://www.cdph.ca.gov">http://www.cdph.ca.gov</a></p> <p>In order to obtain a Certified Copy you <b>MUST</b> complete the sworn statement included with the birth certificate application form, sign the statement under penalty of perjury, and your sworn statement must be notarized. If your request indicates that you want a Certified Copy but does not include a notarized statement sworn under penalty of perjury, the request will be rejected as incomplete and returned to you without being processed. If you request a Certified <b>Informational</b> Copy of the record, a notarized sworn statement is not required. Please refer to the CDPH website for further information about Informational copies. <b>Effective November 1, 2013, CDPH-Vital Records is no longer embossing certified copies of records.</b></p>
Death	\$21.00	CA Department of Public Health - Vital Records MS: 5103 P.O. Box 997410 Sacramento, CA 95899-7411	<p>The State office has records since July 1905. For earlier records, contact the County Recorder in the county where the event occurred.</p> <p>A personal check or money order should be made payable to <b>CDPH Vital Records</b>. Please do not send cash. To verify current fees, the telephone number is (916) 445-2684. This is a recorded message with an option to talk to a customer service representative. Information on how to obtain certified copies is also available via the California Department of Public Health website at: <a href="http://www.cdph.ca.gov">http://www.cdph.ca.gov</a></p> <p>In order to obtain a Certified Copy you <b>MUST</b> complete the sworn statement included with the death certificate application form, sign the statement under penalty of perjury, and your sworn</p>

statement must be notarized. If your request indicates that you want a Certified Copy but does not include a notarized statement sworn under penalty of perjury, the request will be rejected as incomplete and returned to you without being processed. If you request a Certified **Informational** Copy of the record, a notarized sworn statement is not required. Please refer to the CDPH website for further information about Informational copies. **Effective November 1, 2013, CDPH-Vital Records is no longer embossing certified copies of records.**

Marriage (State) \$15.00 CA Department of Public Health - Vital Records MS: 5103 P.O. Box 997410 Sacramento, CA 95899-7412

State office only has indexes for public marriage certificates that occurred from 1949-1986, 1998-1999, and 2009 to Present. For all other years, contact the County Recorder in the county where the event occurred; for confidential marriages, contact the County Clerk where the marriage license was issued. A personal check or money order should be made payable to **CDPH Vital Records**. Please do not send cash. To verify current fees, the telephone number is (916) 445-2684. This will be a recorded message, with an option to talk to a customer service representative. Information on how to obtain a marriage certificate, as well as information about current processing times, is available via the California Department of Public Health website at: <http://www.cdph.ca.gov>.

In order to obtain a Certified Copy, you **MUST** complete the sworn statement included with the marriage certificate application form, sign the statement under penalty of perjury, and your sworn statement must be notarized. If your request indicated that you want a Certified Copy but does not include a notarized statement sworn under penalty of perjury, the request will be rejected as incomplete and returned to you without processed. If you request a Certified **Informational** Copy of the record, a notarized sworn statement is not required. Please refer to the CDPH website for further information about Informational Copies. **Effective November 1, 2013, CDPH-Vital Records is no longer embossing certified copies of records.**

Marriage (County) Various See Remarks

Contact the County Recorder (for public marriages) or County Clerk (for confidential marriages) in the county where the license was issued. Contact information is available via the California Department of Public Health website at: <http://www.cdph.ca.gov>.

Divorce (State) Certificates of Record only	\$14.00	CA Department of Public Health - Vital Records MS: 5103 P.O. Box 997410 Sacramento, CA 95899-7413	A Certificate of Record includes only the names of the parties to the divorce, the filing date, the county where the divorce was filed, and the court case number – It is not a certified copy of the divorce decree and does not indicate whether the divorce was ever finalized in court. The California Department of Public Health-Vital Records only has information for divorces that were filed with the court between 1962 and June, 1984, and the processing times may exceed six months. For all other years or for a copy of the decree, contact the Superior Court in the county where the event occurred. A personal check or money order should be made payable to <b>CDPH Vital Records</b> . Please do not send cash. To verify current fees, the telephone number is (916) 445-2684. This will be a recorded message. Information on how to obtain a divorce record, as well as current processing times, is available via the California Department of Public Health website at: <a href="http://www.cdph.ca.gov">http://www.cdph.ca.gov</a> <b>Effective November 1, 2013, CDPH-Vital Records is no longer embossing certified copies of records.</b>
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Divorce -Decrees (County)	Varies	See remarks	Contact the Clerk of Superior Court in county where the divorce was granted. Contact information is available via the California Department of Public Health website at: <a href="http://www.cdph.ca.gov">http://www.cdph.ca.gov</a>
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## **Canal Zone**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	\$30.00	Vital Records Section Passport Services U.S. Department of State 1111 19th Street NW Suite 510 Washington, DC 20522-1705	<p>Records available from May 1904 to September 1979. Additional copies of the same record requested at the same time are \$20.00 each.</p> <p>Personal check or money order must be signed, dated and made payable to <b>U.S. Department of State</b>. Remittance must be payable in U.S. dollars through a U.S. Bank. No credit cards or cash accepted. Telephone or facsimile requests are not accepted. To verify current fees, the telephone number is (202) 955-0307.</p> <p>A signed and notarized written request must be submitted along with a copy of the requester's valid photo identification.</p>
Marriage	\$30.00	Same as Birth or Death	Records available from May 1904 to September 1979.

## Colorado

	Cost of copy	Address	Remarks
<b>Place of event</b>			
Birth	\$20.00	Vital Records Section CO Department of Public Health and Environment 4300 Cherry Creek Drive South HSVRD-VS-A1 Denver, CO 80246-1530	<p>State office has birth records since 1910 since 1900. Additional copies of the same birth record ordered at the same time are \$13.00 each.</p> <p>Personal check or money order should be made payable to <b>Vital Records Section</b>. To verify current fees, the telephone number is (303) 692-2200. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.cdphe.state.co.us/certs/index.html">http://www.cdphe.state.co.us/certs/index.html</a>.</p> <p>A request for a birth or death record must be accompanied by a photo copy of the requestor's identification before processing.</p>
Death	\$20.00 additional copies \$13.00	Vital Records Section CO Department of Public Health and Environment 4300 Cherry Creek Drive South HSVRD-VS-A1 Denver, CO 80246-1530	<p>State office has death records since 1900. Additional copies of the same record ordered at the same time are \$13.00 each</p> <p>Personal check or money order should be made payable to <b>Vital Records Section</b>. To verify current fees, the telephone number is (303) 692-2200. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.cdphe.state.co.us/certs/index.html">http://www.cdphe.state.co.us/certs/index.html</a>.</p> <p>A request for a birth or death record must be accompanied by a photo copy of the requestor's identification before processing.</p>
Marriage	See remarks	Same as Birth or Death	<p>Certified copies are not available from State Health Department. Fee for verification is \$17.00.</p> <p>Copies available from County Clerk in county where license was issued.</p>
	Varies	See remarks	<p>Certified copies are not available from State Health Department. Fee for index verification is \$17.00.</p> <p>Copies available from Clerk of District Court in county where divorce was granted.</p>

## Connecticut

	Cost of copy	Address	Remarks
<b>Place of event</b>			
<u>State issued:</u>			
Birth	\$30.00	CT Dept. of Public Health 410 Capitol Ave, MS #11 VRS Hartford, CT 06134	Requests for certified copies of birth should be submitted to the vital records office in the city/town where the person was born, or where the mother lived at the time of the birth. Requests for certified copies of birth and death certificates may also be submitted to the State Vital Records Office.
Death	\$20.00	Same as Birth	
Marriage	\$20.00	Same as Birth	
Civil Union	\$20.00	Same as Birth	A copy of a valid, government issued photographic identification such as a driver's license must be submitted with any request for a birth certificate. If a photo ID is not available, photocopies of two alternative forms of identification may be accepted.
<u>City/Town issued:</u>			
Birth	\$20.00	See remarks	
Death	\$20.00	See remarks	
Marriage	\$20.00	See remarks	For additional details about ordering vital records from CT, please refer to the CT Department of Public Health (DPH) website at <a href="http://www.ct.gov/dph">www.ct.gov/dph</a> contact a Customer Service Representative at (860) 509-7897 between 12:00 and 4:00 pm EST.
Civil Union	\$20.00	See remarks	Payment for requests sent to the town of the vital event must be in the form of a check or money order made payable to the respective town or city. Requests sent to the State Vital Records Office require a postal money order made payable to the <b>Treasurer, State of Connecticut</b> .
			Refer to the CT DPH website above for town contact information via a link to a listing of the CT Town Clerk and Registrar Directory.
			Requests for certified copies of a marriage or civil union certificate may be submitted to the city/town where the marriage or civil union ceremony took place, to the town in which either of the parties resided at the time of the marriage or civil union, or to the State Vital Records Office.
Dissolution of Marriage or Civil Union		See remarks	Applicant must contact the Clerk of Superior Court where the dissolution of marriage/civil union was granted. The State Office of Vital Records does not have dissolution decrees and cannot issue certified copies.

## Delaware

Place of event	Cost of copy	Address	Remarks
Birth	\$25.00	Office of Vital Statistics Division of Public Health 417 Federal Street Dover, DE 19901	<p>State office has birth records from 1942 – present. For previous years, write to Archives Hall of Records, Dover, DE 19901.</p> <p>Photo identification is REQUIRED for all transactions. If submitting by mail, a copy of ID IS REQUIRED.</p> <p>Personal check or money order should be made payable to <b>Office of Vital Statistics</b>. To verify current fees, the telephone number is (302) 744-4549. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhss.delaware.gov/dhss/dph/ss/vitalstats.html">http://www.dhss.delaware.gov/dhss/dph/ss/vitalstats.html</a>.</p>
Death	\$25.00	Office of Vital Statistics Division of Public Health 417 Federal Street Dover, DE 19901	<p>State office has death records from 1974 – present. For previous years, write to Archives Hall of Records, Dover, DE 19901.</p> <p>A photo identification is REQUIRED for all transactions. If submitting by mail, a copy of ID IS REQUIRED.</p> <p>Personal check or money order should be made payable to <b>Office of Vital Statistics</b>. To verify current fees, the telephone number is (302) 744-4549. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhss.delaware.gov/dhss/dph/ss/vitalstats.html">http://www.dhss.delaware.gov/dhss/dph/ss/vitalstats.html</a></p>
Marriage	\$25.00	Same as Birth or Death	Records since 1974.
Divorce (state)	\$25.00	Same as Birth or Death	Records since 1935. Inquiries will be forwarded to appropriate office. Certified copies are not available from State Office..
Divorce (County)		See remarks	Prothonotary in county where divorce was granted up to 1975. For divorces granted after 1975, the parties concerned should contact Family Court in county where divorce was granted. Certified copies are not available from the State office.

## ***District of Columbia***

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth Death	\$23.00 \$18.00	Vital Records Division 899 North Capitol Street, NE First Floor Washington, DC 20002	Office has birth and death records since August 1874.  Personal check or money order should be made payable <b>to DC Treasurer</b> . A copy of government issued picture identification must accompany each request. To verify current fees and obtain general information, the telephone number (202) 671-5000. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dchealth.dc.gov">http://www.dchealth.dc.gov</a> .
Marriage	\$10.00	DC Superior Court 500 Indiana Avenue, NW Room 4485 Washington, DC 20001	Marriage information telephone number: 202-879-4840.
Divorce	\$6.50	DC Superior Court 500 Indiana Avenue, NW Room 4335 Washington, DC 20001	Records since September 16, 1956. Divorce information telephone number: 202-879-1261.
Divorce	Varies	Clerk, U.S. District Court for the District of Columbia Washington, DC 20001	Records before September 16, 1956.

## Florida

Place of event	Cost of copy	Address	Remarks
Birth Death	\$9.00 \$5.00	Department of Health Bureau of Vital Statistics P.O. Box 210 1217 Pearl Street (Zip 32202) Jacksonville, FL 32231-0042	<p>State office has some birth records dating back to April 1850. The majority of records date from January 1917. (If the exact date is unknown, the fee is \$9.00 (births) or \$5.00 (deaths) for the first year searched and \$2.00 for each additional year up to a maximum of \$50.00. Fee includes one certification of record if found or statement stating record not on file.) Additional copies are \$4.00 each when requested at the same time.</p> <p>Personal check or money order should be made payable to <b>Bureau of Vital Statistics</b>. To verify current fees, please visit our website at the Florida Department of Health website: <a href="http://www.floridahealth.gov/certificates/">http://www.floridahealth.gov/certificates/</a> or call our telephone number (904) 359-6900. This is a recorded message.</p> <p>All letters or applications for birth and death must include the signature and relationship/eligibility stated, and a copy of a valid <b>PICTURE ID</b> (Driver's License, Passport, Military ID, or State Identification card) of the applicant.</p> <p>If requesting cause of death, you must also include a copy of a valid <b>PICTURE ID</b> (Driver's License, Passport, Military ID, or State Identification card) of the applicant.</p> <p>Birth records and cause-of-death information in Florida are confidential by law. Please visit our website for information on eligibility.</p> <p>A self-addressed stamped envelope is appreciated.</p>
Marriage	\$5.00	Same as Birth or Death	Records since June 6, 1927. (If the exact date is unknown, the fee is \$5.00 for the first year searched and \$2.00 for each additional year up to a maximum of \$50.00. Fee includes one copy of record if found or certified statement stating record not on file.) Additional copies are \$4.00 each when requested at the same time.
Divorce	\$5.00	Same as Birth or Death	

# Georgia

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$25.00	State Office of Vital Records 2600 Skyland Drive, NE Atlanta, GA 30319-3640 *Some records may be obtained at the 159 <u>County Offices</u> .	<p>Date since records have been on file. 1919 to present</p> <p>Additional copies of the same record ordered at the same time are \$5.00.</p> <p>A personal check or money order should be made payable to <b>George Office of Vital Records</b>. To verify current fees, the telephone number is (404) 679-4702. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dph.georgia.gov/vitalrecords">www.dph.georgia.gov/vitalrecords</a></p> <p>The requestor must provide a copy of a valid government- issued photo ID and signature of applicant.</p> <p>*Some counties may have older birth, death, marriage, or divorce records in their files. The county files only contain records of vital events that occurred in that county.</p>
Marriage	\$10.00	Same as Birth or Death	<p>Date since records have been on file are June 1952- August 1996.</p> <p>All other years contact the Probate Judge in the county where the license was issued.</p> <p>Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dph.georgia.gov/vitalrecords">www.dph.georgia.gov/vitalrecords</a></p> <p>*Some counties may have older birth, death, marriage, or divorce records in their files. The county files only contain records of vital events that occurred in that county.</p>
Divorce (State)	\$10.00	Same as Birth or Death	<p>Date since records have been on file are 1952 to present.</p> <p>Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dph.georgia.gov/vitalrecords">www.dph.georgia.gov/vitalrecords</a></p> <p>*Some counties may have older birth, death, marriage, or divorce records in their files. The county files only contain records of vital events that occurred in that county.</p>

## **Guam**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	\$5.00	Office of Vital Statistics P.O. Box 2816 Hagatna, Guam 96932	Office has records since October 26, 1901.  Money order should be made payable to <b>Treasurer of Guam</b> . Personal checks are not accepted. To verify current fees, the telephone number is 671-735-7292.
Marriage	\$10.00	Same as Birth or Death	
Divorce	Varies	Clerk, Superior Court of Guam Guam Judicial Center 120 West O'Brian Drive Hagatna, Guam 96910	

## Hawaii

Place of event	Cost of copy	Address	Remarks
Birth	\$10.00	Online Vital Records Ordering and Tracking System: <a href="https://vitrec.ehawaii.gov/vitalrecords/">https://vitrec.ehawaii.gov/vitalrecords/</a>	\$2.50 portal administration fee for each birth, civil union or marriage certificate order up to 5 copies and for each 5-copy increment thereafter. Additional copies ordered at the same time are \$4.00 each. To verify current fees, the telephone number is (808) 586-4533. This is a recorded message.
Death	\$10.00	State Department of Health Office of Health Status Monitoring Vital Records Section P.O. Box 3378 Honolulu, HI 96801-9984	<b>Remarks:</b> Additional copies ordered at the same time are \$4.00 each. Cashier's check, certified check, or money order should be made payable to <b>State Department of Health</b> . Personal checks are not accepted. Application forms for certified copies of death and divorce certificates are available in a "fillable" Adobe Acrobat portable document format: <a href="http://health.hawaii.gov/vitalrecords/files/2013/05/death.pdf">http://health.hawaii.gov/vitalrecords/files/2013/05/death.pdf</a>  To verify current fees, the telephone number is (808) 586-4533. This is a recorded message. Information on how to obtain certified copies is also available via the <a href="#">Hawaii State Department of Health, Vital Records website</a> .
Marriage	\$10.00	<b>Online Vital Records Ordering and Tracking System:</b> <a href="https://vitrec.ehawaii.gov/vitalrecords/">https://vitrec.ehawaii.gov/vitalrecords/</a>	<b>Remarks:</b> \$2.50 portal administration fee for each birth, civil union or marriage certificate order up to 5 copies and for each 5-copy increment thereafter. Additional copies ordered at the same time are \$4.00 each. To verify current fees, the telephone number is (808) 586-4533. This is a recorded message.
Divorce			Contact the court where the divorce occurred to obtain a copy of the divorce record. For more information <a href="mailto:hoohikihelp@courts.hawaii.gov">hoohikihelp@courts.hawaii.gov</a>
	Varies	See remarks	Circuit Court in county where divorce was granted.

## Idaho

Place of event	Cost of copy	Address	Remarks
Birth Death	\$16.00 Computer generated	Vital Records Unit Bureau of Vital Records and Health Statistics P.O. Box 83720 Boise, ID 83720-0036	The state office has records since July 1911. Also, some birth records before 1911. For records from 1907 to 1911, write to the County Recorder in the county where the event occurred. Birth records at the state office are legally confidential for 100 years and death records are legally confidential for 50 years.
Birth Death	\$21.00 Photo Static copy and \$16 for additional Photo Static copies		<p>Personal check or money order should be made payable to <b>Idaho Vital Records</b>. To verify current fees, the telephone number is (208) 334-5988. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at Idaho Vital Records website: <a href="http://www.healthandwelfare.idaho.gov/Health/VitalRecordsandHealthStatistics/Birth,Death,Marriage,Divorcecertificates/tabid/82/Default.aspx">http://www.healthandwelfare.idaho.gov/Health/VitalRecordsandHealthStatistics/Birth,Death,Marriage,Divorcecertificates/tabid/82/Default.aspx</a>.</p> <p>Applicants must provide a government-issued photo identification with a signature. If this is not available, the applicant must provide a copy of two forms of identification with one having a signature.</p>
Marriage	\$16.00 Computer generated	Same as Birth or Death	The state office has records since May 1947. Earlier records are with the County Recorder in the county where the license was issued. Records at the state office are legally confidential for 50 years.
	\$21.00 Photo Static copy and \$16 for additional Photo Static copies		<p>Personal check or money order should be made payable to <b>Idaho Vital Records</b>. To verify current fees, the telephone number is (208) 334-5988. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at Idaho Vital Records website: <a href="http://www.healthandwelfare.idaho.gov/Health/VitalRecordsandHealthStatistics/Birth,Death,Marriage,Divorcecertificates/tabid/82/Default.aspx">http://www.healthandwelfare.idaho.gov/Health/VitalRecordsandHealthStatistics/Birth,Death,Marriage,Divorcecertificates/tabid/82/Default.aspx</a>.</p> <p>Applicants must provide a government issued photo identification with a signature. If this is not available, the applicant must provide a copy of two other forms of identification with one having a signature</p>
	Varies	See remarks	County Recorder in county where license was issued.

## IDAHO

Place of event		Address	Remarks
Divorce	\$16.00 Computer generated	Same as Birth or Death	The state office has records since May 1947. Only a Certificate of Divorce is available from 1950 to present. Records prior to May 1947 are with the Clerk of the Court in the county where the divorce was granted. Records at the state office are legally confidential for 50 years.
	\$21.00 Photo Static copy and \$16 for additional Photo Static copies		Personal check or money order should be made payable to <b>Idaho Vital Records</b> . To verify current fees, the telephone number is (208) 334-5988. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at Idaho Vital Records website: <a href="http://www.healthandwelfare.idaho.gov/Health/VitalRecordsandHealthStatistics/Birth,Death,Marriage,Divorcecertificates/tabid/82/Default.aspx">http://www.healthandwelfare.idaho.gov/Health/VitalRecordsandHealthStatistics/Birth,Death,Marriage,Divorcecertificates/tabid/82/Default.aspx</a> .
			Applicants must provide a clear and readable copy of both sides of their current driver's license or other current government issued identification with signature. If this is not available, the applicant must either provide a clear and readable copy of both sides of two other forms of current identification with a signature or have their request notarized
	Varies	See remarks	A full certified copy of the divorce decree is available from the Clerk of the Court in the county where the divorce was granted.

## Illinois

Place of event	Cost of copy	Address	Remarks
Birth	\$15.00 certified copy \$10.00 certification	Division of Vital Records Illinois Department of Public Health 925 E Ridgely Avenue Springfield, IL 62702	<p>State office has records since January 1916. For earlier records and for copies of State records since January 1916, write to County Clerk in county where event occurred (county fees vary). The fee for a search of the State files is \$10.00. If the record is found, one certification is issued at no additional charge. Additional certifications of the same record ordered at the same time are \$2.00 each. The fee for all full certified copy is \$15.00. Additional certified copies of the same record ordered at the same time are \$2.00 each.</p> <p>Money orders, certified checks, or personal checks should be made payable to <b>Illinois Department of Public Health</b>. To verify current fees, the telephone number is (217) 782-6553. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dph.illinois.gov/">http://www.dph.illinois.gov/</a>.</p>
Death	\$19.00 certified copy \$10.00 genealogical copy		<p>State office has records since January 1916. For earlier records and for copies of State records since January 1916, write to County Clerk in county where event occurred (county fees vary). Genealogical (uncertified) copies are available from the state for death records 20 years or older for \$10.00. Additional genealogical copies of the same record ordered at the same time are \$2.00 each. The fee for a full certified copy of \$19.00. Additional certified copies of the same record ordered at the same time are \$4.00 each.</p> <p>Money orders, certified checks, or personal checks should be made payable to <b>Illinois Department of Public Health</b>. To verify current fees, the telephone number is (217) 782-6553. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dph.illinois.gov/">http://www.dph.illinois.gov/</a>.</p>
Marriage/Civil Union	\$5.00	Same as Birth or Death	<p>Marriage Index since January 1962. Civil Union Index since January 2012. Selected items may be verified (fee \$5.00). Certified copies are NOT available from State office.</p> <p>For certified copies, write to the County Clerk in county where license was issued. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dph.illinois.gov/">http://www.dph.illinois.gov/</a>.</p>

Dissolution on  
Marriage/Civil  
Union

\$5.00

Same as Birth or Death

Dissolution of Marriage Index since January 1962.  
Selected items may be verified (fee \$5.00).  
Certified copies are NOT available from State  
office.

For certified copies, write to the Clerk of Circuit  
Court in county where divorce was granted.  
Information on how to obtain certified copies is  
also available via the Internet at  
<http://www.dph.illinois.gov/>.

## Indiana

Place of event	Cost of copy	Address	Remarks
Birth Death	\$10.00 \$8.00	Vital Records Indiana State Department of Health P.O. Box 7125 Indianapolis, IN 46206-7125	<p>State office birth records begin in October 1907 and death records since January 1900. Additional copies of the same birth or death record ordered at the same time are \$4.00 each. For earlier records, write to Health Officer in city or county where event occurred.</p> <p>Personal check or money order should be made payable to <b>Indiana State Department of Health</b>. To verify current fees, the telephone number is (317) 233-2700. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.in.gov/isdh/index.htm">http://www.in.gov/isdh/index.htm</a>.</p> <p>Applicant must provide a photocopy of a valid identification with picture and signature along with the application. Proof of relationship may be required.</p>
Marriage (State)	\$8.00	Same as Birth or Death	<p>State office retain index for marriages since 1958. Certified copies of Record of Marriage are available from the state. However, certified copies of Marriage Certificates are only available from county Clerk of Circuit Court or Clerk of Superior Court in the county where event occurred.</p>
	Varies	See remarks	<p>Clerk of Circuit Court or Clerk of Superior Court in county where license was issued.</p>
Divorce	Varies	See remarks	<p>County Clerk in county where divorce was granted.</p>

## ***Iowa***

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	\$20.00	Iowa Department of Public Health Bureau of Vital Records Lucas Office Building 1 <sup>st</sup> Floor 321 East 12th Street Des Moines, IA 50319-0075	State office has records since July 1880.  Personal check or money order should be made payable to <b>Iowa Department of Public Health</b> . To verify current fees, the telephone number is (515) 281-4944. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at Iowa Department of Public Health website <a href="https://idph.iowa.gov/health-statistics/request-record">https://idph.iowa.gov/health-statistics/request-record</a>  Applicants for all records must provide a photo identification when applying in person. Written applications must include a clear photo copy of a current government issued ID and applicant's notarized signature.
Marriage	\$20.00	Same as Birth or Death	State office has records since July 1880.
Divorce	See remarks	Same as Birth or Death	Brief statistical record only since 1960. Inquiries will be forwarded to appropriate office. Certified copies are not available from State Health Department.
	\$6.00	See remarks	Clerk of District Court in county where divorce was granted.

## Kansas

Place of event	Cost of copy	Address	Remarks
Birth	\$15.00	Office of Vital Statistics Curtis State Office Building 1000 SW Jackson Street Suite 120 Topeka, Kansas 66612-2221	State office has records since July 1911. For earlier records, write to County Clerk in county where event occurred. Additional copies of the same record ordered at the same time are \$15.00 each.  Personal check or money order should be made payable to <b>Vital Statistics</b> . To verify current fees, the telephone number is (785) 296-1400. This is a recorded message with the option to speak with a Customer Service Representative. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.kdheks.gov/vital">http://www.kdheks.gov/vital</a> .  The applicant <b>MUST</b> include a copy of a photo ID and a handwritten signature with the request.
Death	\$15.00		
Marriage	\$15.00	Same as Birth or Death	State office has records since May 1913. Additional copies of the same record ordered at the same time are \$7.00 each.
	Varies	See remarks	Write to: District Judge in county where license was issued.
Divorce	\$15.00	Same as Birth or Death	State office has records since July 1951. Additional copies of the same record ordered at the same time are \$7.00 each.
	Varies	See remarks	Write to: Clerk of District Court in county where divorce was granted.

## Kentucky

Place of event	Cost of copy	Address	Remarks
Birth	\$10.00	Office of Vital Statistics Department for Public Health Cabinet for Health and Family Services 275 East Main Street 1E-A Frankfort, KY 40621-0001	State office has records since January 1911.
Death	\$6.00		Personal check or money order should be made payable to <b>Kentucky State Treasurer</b> . To verify current fees, the telephone number is (502) 564-4212. Information on how to obtain certified copies is also available via the Internet at <a href="http://chfs.ky.gov/dph/vital/">http://chfs.ky.gov/dph/vital/</a> .
Stillbirth	\$6.00	Same as Birth or Death	State office has records since January 1911.  Personal check or money order should be made payable to <b>Kentucky State Treasurer</b> . To verify current fees, the telephone number is (502) 564-4212. Information on how to obtain certified copies is also available via the Internet at <a href="http://chfs.ky.gov/dph/vital/">http://chfs.ky.gov/dph/vital/</a> .
Marriage	\$6.00	Same as Birth and Death	Records since June 1958.
	Varies	See remarks	Clerk of County Court in county where license was issued.
Divorce	\$6.00	Same as Birth or Death	Records since June 1958.
	Varies	See remarks	Clerk of Circuit Court in county where decree was issued.

## Louisiana

Place of event	Cost of copy	Address	Remarks
Birth (long form)	<p>\$15.00 (A \$0.50 charge must be added to each mail order)</p> <p>Fees for mail-in services are payable by check or money order. Checks and money orders should be made payable to "Bureau of Vital Records and Statistics". A copy of a valid photo ID for the applicant is required</p>	<p>Bureau of Vital Records and Statistics PO Box 60630 New Orleans, Louisiana 70160</p> <p>Main Number: (504) 593-5100</p>	<p>Birth records are strictly confidential, and are maintained by the Bureau of Vital Records and Statistics for 100 years. Birth records older than 100 years are maintained by the Louisiana State Archives (PO Box 94125, Baton Rouge, LA 70804). For more information on who may obtain a birth record, how to submit a request, special requirements, and other information regarding birth records, please visit the <a href="#">Louisiana Center of State Registrar and Vital Records Website</a></p>
Death	<p>\$7.00 A \$0.50 state charge must be added to each mail-in order.</p> <p>Fees for mail-in services are payable by check or money order. Checks and money orders should be made payable to "Bureau of Vital Records and Statistics". A copy of a valid photo ID for the applicant is required.</p>	<p>Bureau of Vital Records and Statistics PO Box 60630 New Orleans, Louisiana 70160</p> <p>Main Number: (504) 593-5100</p>	<p>Death records are strictly confidential and are maintained by the Bureau of Vital Records and Statistics for 50 years. Death records older than 50 years are retained at the Louisiana State Archives (PO Box 94125, Baton Rouge, LA 70804). For more information on who may obtain a death records, how to submit a request, special requirements, and additional information regarding death records, please visit the <a href="#">Louisiana Center of State Registrar and Vital Records Website</a></p>
Marriage Licenses Purchased in Orleans Parish Only	<p>\$5.00 A \$0.50 state charge must be added to each mail-in order.</p> <p>Fees for mail-in services are payable by check or money order. Checks and money orders should be</p>	<p>Bureau of Vital Records and Statistics PO Box 60630 New Orleans, Louisiana 70160</p> <p>Main Number: (504) 593-5100</p>	<p>The Bureau of Vital Records and Statistics only maintains marriage records for marriage licenses that were purchased in Orleans Parish. If a marriage license was purchased in a different parish, the marriage records can be obtained by the Clerk of Court in that parish. Orleans Parish Marriage records are maintained for 50 years. Marriage records older than 50 years are retained at the Louisiana State Archives (PO Box 94125,</p>

made payable to  
"Bureau of Vital  
Records and  
Statistics". A copy  
of a valid photo ID  
for the applicant is  
required.

Baton Rouge, LA 70804).  
For more information on who may  
obtain a death records, how to submit  
a request, special requirements, and  
additional information regarding  
death records, please visit the  
[Louisiana Center of State Registrar  
and Vital Records Website](#).

Divorce

Varies

See remarks

Contact the Clerk of Court in the  
parish where the divorce was  
granted.

## Maine

Place of event	Cost of copy	Address	Remarks
Birth or Death	Certified \$15.00 Non-Certified \$10.00	Maine Center for Disease Control and Prevention 11 State House Station 220 Capitol Street Augusta, Maine 04333-0011	<p>State office physically houses records since 1923. Records for 1892-1922 housed at the Maine State Archives. For earlier records, write to the municipality where the event occurred. Additional copies of same record ordered at same time are \$6.00 each.</p> <p>To purchase a record, the request must include proof of identification (valid photo IDs such as a driver's license, passport, or other government-issued photo identification) and proof of lineage, if applicable.</p> <p>Personal check or money order should be made payable to <b>Treasurer, State of Maine</b>. To verify current fees, the telephone number is (207) 287-3181, or toll-free at 1-888-664-9491. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.me.us">http://www.state.me.us</a>.</p>
Marriage	\$15.00	Same as Birth or Death	Same as Birth or Death.
Divorce	\$15.00	Same as Birth or Death	Same as Birth or Death.
Divorce	Varies	See remarks	Clerk of District Court in judicial division where divorce was granted.

## Maryland

Place of event	Cost of copy	Address	Remarks
Birth	\$24.00	Division of Vital Records Department of Health and Mental Hygiene 6550 Reisterstown Road P.O. Box 68760 Baltimore, MD 21215-0036	<p>State office has records since August 1898. Records for city of Baltimore are available from January 1875. The cost for the Commemorative Birth Certificate is \$50.00.</p> <p>For genealogical studies and older records, you must apply through the Maryland State Archives, 350 Rowe Blvd., Annapolis, MD 21401, (410) 260-6400.</p> <p>Personal check or money order should be made payable to <b>Division of Vital Records</b>. To verify current fees, the telephone number is (410) 764-3038. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.vsa.state.md.us">http://www.vsa.state.md.us</a>.</p>
Death	\$24 for first copy, \$12.00 for additional copy <b>ordered at the same time.</b>	Division of Vital Records Department of Health and Mental Hygiene 6550 Reisterstown Road P.O. Box 68760 Baltimore, MD 21215-0036	<p>State office has records since 1969. For Genealogical studies and older records, you must apply through the Maryland State Archives, 350 Rowe Blvd., Annapolis, MD 21401, (410) 260-6400.</p> <p>Personal check or money order should be made payable to <b>Division of Vital Records</b>. To verify current fees, the telephone number is (410) 764-3038. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.vsa.state.md.us">http://www.vsa.state.md.us</a>.</p>
Marriage (State, county)	\$12.00	Same as Birth or Death	Records since January 1990. Clerk of Circuit Court in county where license was issued or Clerk of Court of Common Pleas of Baltimore City (for licenses issued in City of Baltimore).
Divorce (State, county)	12.00	Same as Birth or Death	Records since January 1992. Certified divorce decrees may be obtained through the Clerk of Circuit Court in the city/county where the divorce was granted. Some items may be verified.

## **Massachusetts**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	In person: \$20.00 Mail request: \$32.00 State Archives: \$3.00	Registry of Vital Records and Statistics 150 Mount Vernon Street 1 <sup>st</sup> Floor Dorchester, MA 02125-3105	State office has no records previous to 1926. For earlier records, write to The Massachusetts Archives at Columbia Point, 220 Morrissey Boulevard, Boston, MA 02125 (617) 727-2816.  Personal check or money order should be made payable to <b>Commonwealth of Massachusetts</b> . To verify current fees, the telephone number is (617) 740-2600. This is a recorded message.  Information on how to obtain certified copies is also available via the Massachusetts Department of Public Health, Registry of Vital Records and Statistics website at: <a href="https://www.cdc.gov/nchs/w2w/massachusetts.htm">https://www.cdc.gov/nchs/w2w/massachusetts.htm</a>
Marriage	In person: \$20.00 Mail request: \$32.00 State Archives: \$3.00	Same as Birth or Death	Records since 1926.
Divorce	No Fee	Same as Birth or Death	Index only since 1952. Inquirer will be directed where to send request. Certified copies are not available from State office.  Massachusetts court website with information on obtaining certified copies of divorce records is <a href="http://www.mass.gov/courts">www.mass.gov/courts</a> .
Divorce (county)	Varies	See remarks	Register of Probate Court in county where divorce was granted.

## Michigan

Place of event	Cost of copy	Address	Remarks
Birth or Affidavit of Parentage	\$34.00 Rush fee additional \$12.00	Vital Records Request P.O. Box 30721 Lansing, MI 48909	State office has records of births that occurred and were filed with the state since 1867. Some of the records (especially pre-1906 births) were not filed with the state. Affidavit of Parentage records are on file in Central Paternity Registry since June 1, 1997 and can be ordered from the State Office and can be ordered from the State Office. Records prior to that date would have to be obtained from the court where they were filed.
Search for Vital Record for: Certified Copy Administrative Use Copy Statistical Use Copy Official No Find Statement	New Fee \$34.00 Rush Fee \$12.00 Add. Copies \$16.00 Add. Years \$12.00		
Authenticated Copies of Vital Record	New Fee \$42.00 Rush Fee \$25.00 Add. Copies \$26.00 New Fee \$18.00		Personal check or money order should be made payable to <b>State of Michigan</b> . Fees are \$34.00 for the search and first certified copy of any birth, or Affidavit of Parentage record. Exception is Senior Citizen age 65+ (\$14.00) requesting their own birth record. Additional copies of any record ordered at the same time are \$16.00 each. To request an application call the recorded message at (517) 335-8656 to leave your name and mailing address with type of application needed. To speak to a customer service representative call 517- 335-8666 and press option #4. Information on how to obtain certified copies is also available via the website at Michigan Department of Health & Human Services website: <a href="http://www.michigan.gov/mdhhs">www.michigan.gov/mdhhs</a> .
Verification of Events	Add. Copies \$12.00 New Fee \$50.00		
Establishment of Vital Record Delayed Birth Delayed Death Delayed Stillbirth Delayed Foreign Born Adoption	Add. Copies \$16.00		
Veteran's Use	No Fee		
Adoption Agency	No Fee		
Senior Citizen	New Fee \$14.00 Rush Fee \$12.00 Add. Copies \$16.00 Add. Years \$12.00		
Creation of New Record/Correction Adoption Legal Name Change of Minor Acknowledgement of Paternity Sex Change Order of Filiation Replace Court Ordered Adoption Minor error before birth	New Fee \$50.00 Rush Fee \$25.00 Add. Copies \$16.00		Michigan birth records and Affidavit of Parentage records are restricted documents and are available only to eligible individuals. A photocopy of an eligible individual's current photo identification (state driver's license, state personal ID card, or passport, etc.) is required to be sent in, along with the signed application and appropriate fee.
Amend Birth or Death Record Legal Name Change of Adult			Copies of records may also be obtained from the County Clerk in county where event occurred. Fees vary from county to county. City of Detroit Vital Records office was closed effective 12/13/13 and all records transferred to Wayne County. You may obtain Detroit records from the State Office or the Wayne County Office.
Application for Documentation	New Fee \$12.00 Rush Fee \$12.00		

Death	\$34.00 Rush fee additional \$12.00	Vital Records Request P.O. Box 30721 Lansing, MI 48909	State office has records of deaths that occurred and were filed with the state since 1867. Some of the records (especially pre-1897 deaths) were not filed with the state. Death records are not restricted so anyone can order.  Please check or money order should be made payable to <b>State of Michigan</b> . Fees \$34.00 for the search and first certified copy of any death record. Additional copies of any record ordered at the same time are \$16.00 each. To request an application the telephone number is (517) 335-8656. This will be a recorded message. To speak to a customer service representative the telephone number is 517-335-8666 and press option #4. Information on how to obtain certified copies is also available via the website at Michigan Department of Health & Human Services website: <a href="http://www.michigan.gov/mdh">www.michigan.gov/mdh</a> .
Marriage (State)	\$34.00 Rush fee additional \$12.00	Same as Birth or Death	Records since 1867. Some marriages (especially pre-1926) were not filed with the state. Marriage records are not restricted so anyone can order.  To request an application the telephone number is (517) 335-8656. This will be a recorded message.  To speak to a customer service representative the telephone number is 517- 335-8666 and press option #4. Information on how to obtain certified copies is also available via the website at Michigan Department of Health & Human Services website: <a href="http://www.michigan.gov/mdh">www.michigan.gov/mdh</a> .
Marriage (County)	Varies	See remarks	County Clerk in county where license was issued.
Divorce (State)	\$34.00 Rush fee additional \$12.00	Same as Birth or Death	Records since 1897. Some divorces (especially pre-1924) were not filed with the state. Divorce records are not restricted so anyone can order. The state office will only have the record of divorce. Judgment must be obtained from the court that finalized.  To request an application the telephone number is

(517) 335-8656. This will be a recorded message. To speak to a customer service representative the telephone number is 517 -335-8666 and press option #4. Information how to obtain certified copies is also available via the website at Michigan Department of Health & Human Services website: [www.michigan.gov/mdh](http://www.michigan.gov/mdh).

Divorce (County)

Varies

See remarks

County Clerk in county where divorce was granted.

## Minnesota

Place of event	Cost of copy	Address	Remarks
Birth	\$26.00	Minnesota Department of Health Central Cashiering – Vital Records P.O. Box 64499 St. Paul, MN 55164	<p>The Office of the Vital Records has birth records on file from January 1900 to current. Copies of birth records can be obtained from any Local Registrar. Additional copies of the birth record when ordered at the same time are \$19.00.</p> <p>Information on how to obtain certified copies is also available at the Minnesota Department of Health website via the Internet at <a href="https://www.moms.mn.gov">https://www.moms.mn.gov</a></p> <p>Any questions in regards to obtaining a certified birth copy, the telephone number is (651) 201-5980. If paying by mail, please submit check, money order or credit information with your notarized application. An application and credit card information can also be faxed to (651) 201-5740.</p>
Death	\$13.00	Minnesota Department of Health Central Cashiering – Vital Records P.O. Box 64499 St. Paul, MN 55164	<p>The Office of the Vital Records has death records on file from January 1908 to current. Copies of death records can be obtained from any Local Registrar. Additional copies of the death record when ordered at the same time are \$6.00 each.</p> <p>Information on how to obtain certified copies is also available at the Minnesota Department of Health website via the Internet at <a href="https://www.moms.mn.gov">https://www.moms.mn.gov</a></p> <p>Any questions in regards to obtaining a certified death copy, the telephone number is (651) 201-5980. If paying by mail, please submit check, money order or credit information with your notarized application. An application and credit card information can also be faxed to (651) 201-5740.</p>
Marriage	See remarks		Marriage records are not recorded at the state level.
	\$9.00	See remarks	Local Registrar in county where license was issued. Additional copies of the marriage record when ordered at the same time are \$2.00 each.
Divorce	See remarks		Divorce records are not recorded at the state level.
	\$10.00	See remarks	Court Administrator in county where divorce was granted.

## Mississippi

Place of event	Cost of copy	Address	Remarks
Birth and Death	\$17..00	Mississippi Vital Records State Department of Health P.O. Box 1700 Jackson, MS 39215-1700	<p>State office has records since November 1, 1912. Additional copies of same record ordered at the same time are \$6.00 each. Personal check, bank or postal money order or bank cashier's check are accepted and should be made payable to <b>Mississippi State Department of Health.</b></p> <p>A copy of a valid photo ID for the applicant is required.</p> <p>To verify current fees, the telephone number is (601) 206-8200. A recorded message may be reached on (601) 206-8200. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.msdh.state.ms.us">http://www.msdh.state.ms.us</a>.</p>
Marriage	\$17.00	Same as Birth or Death	<p>Statistical records only from January 1, 1926 to July 1, 1938, and since January 1942.</p> <p>Additional copies of the same record ordered at the same time are \$6.00.</p>
Marriage (County)	Varies	See remarks	Circuit Clerk in county where license was issued.
Divorce	See remarks	Same as Birth or Death	Records since January 1926. Certified copies are not available from State office. Index search only available at \$17.00 for each 5-year increment. Book and page number for county record provided.
Divorce	Varies	See remarks	Chancery Clerk in county where divorce was granted.

## Missouri

Place of event	Cost of copy	Address	Remarks
Birth	\$15.00	Missouri Department of Health and Senior Services Bureau of Vital Records 930 Wildwood P.O. Box 570 Jefferson City, MO 65102-0570	<p>State office has records since January 1910. Certified copies of most Missouri birth and death records are also available from local county health department or the Recorder of Deeds in St. Louis City. For details, please contact these offices directly. If event occurred in St. Louis (City), St. Louis County, or Kansas City before 1910, write to the city or county Health Department. Copies of these records are \$15.00 each.</p> <p>Personal check or money order should be made payable to <b>Missouri Department of Health and Senior Services</b>. Please include a legal size self-addressed stamped envelope. To verify current fees on birth and death records, the telephone number is (573) 751-6387. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhss.mo.gov">http://www.dhss.mo.gov</a>.</p> <p>A valid photo ID is required for walk-in applicants. A signature is required. Notarized requests are required for mail-in orders. Notary date must be the same as the date of application.</p>
Death	\$13.00	Missouri Department of Health and Senior Services Bureau of Vital Records 930 Wildwood P.O. Box 570 Jefferson City, MO 65102-0570	<p>State office has records since January 1910. Certified copies of most Missouri birth and death records are also available from local county health department or the Recorder of Deeds in St. Louis City. For details, please contact these offices directly. If event occurred in St. Louis (City), St. Louis County, or Kansas City before 1910, write to the city or county Health Department. Copies of these records are \$13.00 each. Additional copies of the same death record ordered at the same time are \$10.00 each.</p> <p>Personal check or money order should be made payable to <b>Missouri Department of Health and Senior Services</b>. Please include a legal size self-addressed stamped envelope. To verify current fees on birth and death records, the telephone number is (573) 751-6387. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhss.mo.gov">http://www.dhss.mo.gov</a>.</p> <p>A valid photo ID is required for walk-in applicants. A signature is required. Notarized requests are required for mail-in orders. . Notary date must be the same as the date of application.</p>

Marriage (County)    \$15.00            See remarks

Reports of marriage records are on file from July 1948 to the present. Recorder of Deeds in county where license was issued.

Certified copies of Missouri marriage records are also available from the county recorder of deeds where the marriage license was obtained. For details, please contact these offices directly. Certified copies of reports of divorce records are \$15.00 each.

Personal check or money order should be made payable to **Missouri Department of Health and Senior Services**. Please include a self-addressed stamped envelope. To verify current fees on marriage records, the telephone number is (573) 751-6387. Information on how to obtain certified copies is also available via the [Missouri Department of Health and Senior Services, Vital Records website](#).

A valid photo ID is required for walk-in applicants. A signature is required. Notarized requests are required for mail-in orders. . Notary date must be the same as the date of application.

Divorce (County)    \$15.00            See remarks

Reports of divorce records are on file from July 1948 to the present.

Certified copies of Missouri divorce records are also available from the county circuit clerk where the divorce was granted. For details, please contact these offices directly. Certified copies of reports of divorce records are \$15.00 each.

Personal check or money order should be made payable to **Missouri Department of Health and Senior Services**. Please include a self-addressed stamped envelope. To verify current fees on divorce records, the telephone number is (573) 751-6387. Information on how to obtain certified copies is also available via the [Missouri Department of Health and Senior Services, Vital Records website](#).

A valid photo ID is required for walk-in applicants. A signature is required. Notarized requests are required for mail-in orders. Notary date must be the same as the date of application.

# Montana

Place of event	Cost of copy	Address	Remarks
Birth	\$12.00	Office of Vital Statistics MT Dept of Public Health and Human Services 111 N Sanders, Rm. 6 P.O. Box 4210 Helena, MT 59604	<p>State office has records since late 1907. Additional copies of the same record requested at the same time are \$5.00.</p> <p>Applicants <b>MUST</b> provide a clear and readable copy of both sides of their current driver's license or other current government issued identification with signature. If this is not available, the applicant must either provide a clear and readable copy of two other forms of current identification with one having a signature or have their request notarized.</p> <p>Personal check or money order should be made payable to <b>Montana Vital Records</b>. To verify current fees, the telephone number is 1-(406) 444-2685. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dphhs.mt.gov">http://www.dphhs.mt.gov</a>.</p>
Death	\$15.00	Office of Vital Statistics MT Dept. of Public Health and Human Services 111 N Sanders, Rm. 6 P.O. Box 4210 Helena, MT 59604	<p>State office has records since late 1907. Additional copies of the same record requested at the same time are \$8.00.</p> <p>Applicants <b>MUST</b> provide a clear and readable copy of both sides of their current driver's license or other current government issued identification with signature. If this is not available, the applicant must either provide a clear and readable copy of two other forms of current identification with one having a signature or have their request notarized.</p> <p>Personal check or money order should be made payable to <b>Montana Vital Records</b>. To verify current fees, the telephone number is 1-(406) 444-2685. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dphhs.mt.gov">http://www.dphhs.mt.gov</a>.</p>
Marriage	See remarks		<p>Indexes to locate marriage license since July 1943. Certified copies are not available from State Office. Fee for search and verification of essential facts of marriage is \$10.00. Apply to Clerk of District Court were marriage license was purchased if known.</p>

	Varies	See remarks	Clerk of District Court in county where marriage license was purchased.
Divorce	See remarks	Same as Birth or Death	Indexes to locate divorce decrees since July 1943. Certified copies are not available from State Office. Fee for search and verification of essential facts of divorce is \$10.00. Apply to Clerk of District Court where divorce was granted if known.
	Varies	See remarks	Clerk of District Court in county where divorce was granted.

## Nebraska

Place of event	Cost of copy	Address	Remarks
Birth	\$17.00	Nebraska Vital Records P.O. Box 95065 Lincoln, NE 68509-5065	<p>State office has records since late 1904. If birth or death occurred before then, write the State office for information.</p> <p>Personal check or money order should be made payable to <b>Nebraska Vital Records</b>. To verify current fees, the telephone number is (402) 471-2871. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://dhhs.ne.gov/publichealth/Pages/public_health_index.aspx">http://dhhs.ne.gov/publichealth/Pages/public_health_index.aspx</a>.</p> <p>All requests must include a photocopy of the requestor's valid government issued photo identification, i.e., valid driver's license, valid State ID card, valid passport or visa.</p>
Death	\$16.00		
Marriage (State)	\$16.00	Nebraska Vital Records P.O. Box 95065 Lincoln, NE 68509-5065	<p>Records since late 1909. Personal check or money order should be made payable to <b>Nebraska Vital Records</b>. To verify current fees, the telephone number is (402) 471-2871. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://dhhs.ne.gov/publichealth/Pages/public_health_index.aspx">http://dhhs.ne.gov/publichealth/Pages/public_health_index.aspx</a>.</p> <p>All requests must include a photocopy of the requestor's valid government issued photo identification, i.e., valid driver's license, valid State ID card, valid passport or visa.</p>
Marriage (County)	Varies	See remarks	County Court in county where license was issued.
Divorce (State)	\$16.00	Nebraska Vital Records P.O. Box 95065 Lincoln, NE 68509-5065	<p>Records since late 1909. Personal check or money order should be made payable to <b>Nebraska Vital Records</b>. To verify current fees, the telephone number is (402) 471-2871. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://dhhs.ne.gov/publichealth/Pages/public_health_index.aspx">http://dhhs.ne.gov/publichealth/Pages/public_health_index.aspx</a>.</p> <p>All requests must include a photocopy of the requestor's valid government issued photo identification, i.e., valid driver's license, valid State ID card, valid passport or visa.</p>
Divorce (County)	Varies	See remarks	Clerk of District Court in county where divorce was granted.

## Nevada

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$20.00	Office of Vital Records 4150 Technology Way Suite 104 Carson City, NV 89706	State office has records since July 1911. For earlier records, write to County Recorder in county where event occurred.  Personal check or money order should be made payable to <b>Office of Vital Records</b> . To verify current fees, the telephone number is (775) 684-4242. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at Division of Public and Behavioral Health website: <a href="http://dpbh.nv.gov/Programs/BirthDeath/Birth_and_Death_Vital_Records_-_Home/">http://dpbh.nv.gov/Programs/BirthDeath/Birth_and_Death_Vital_Records_-_Home/</a>  The applicant <b>MUST</b> include a copy of a photo ID with the request and proof of relationship to verify direct and tangible interest.
	See remarks	Same as Birth or Death	Indexes since January 1968 through September 2005 and June 2015 to current with a \$10.00 search fee to locate information of the record. County Recorder in county where license was issued.
Marriage	Varies	See remarks	
	See remarks	Same as Birth or Death	Indexes since January 1968 through September 2005 and June 2015 to current with a \$10.00 search fee to locate information of the record.
Divorce	Varies	See remarks	County Clerk in county where divorce was granted.

## **New Hampshire**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth	\$15.00	Division of Vital Records Administration Archives Building 71 South Fruit Street Concord, NH 03301-2410	<p>State office has records since 1631. Copies of records may be obtained from State office or from City or Town Clerk in place where birth occurred. Recent records (birth since 1982) may be obtained from ANY City or Town running the Vital Records Automated software called NHVRIN.</p> <p>Additional copies ordered at the same time are \$10.00 each.</p> <p>Applicant must submit a written request and a photo ID with signature of the requestor or notarized assignment of access from registrant authorizing non-direct or tangibly related individual access and a self-addressed stamped envelope.</p> <p>Personal check or money should be made payable to <b>Treasurer, State of New Hampshire</b>. For further information, the telephone number is (603) 271-4651. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.sos.nh.gov/vitalrecords">http://www.sos.nh.gov/vitalrecords</a>.</p>
Death	\$15.00	Division of Vital Records Administration Archives Building 71 South Fruit Street Concord, NH 03301-2410	<p>State office has records since 1654. Copies of records may be obtained from State office or from City or Town Clerk in place where death occurred. Recent records (death since 1990) may be obtained from ANY City or Town running the Vital Records Automated software called NHVRIN.</p> <p>Additional copies ordered at the same time are \$10.00 each.</p> <p>Applicant must submit a written request and a photo ID with signature of the requestor or notarized assignment of access from registrant authorizing non-direct or tangibly related individual access and a self-addressed stamped envelope.</p> <p>Personal check or money should be made payable to <b>Treasurer, State of New Hampshire</b>. For further information, the telephone number is (603) 271-4651. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.sos.nh.gov/vitalrecords">http://www.sos.nh.gov/vitalrecords</a>.</p>

Marriage	\$15.00	Division of Vital Records Administration Archives Building 71 South Fruit Street Concord, NH 03301-2410	State office has records since 1652. Copies of records may be obtained from State office or from City or Town Clerk in place where the marriage license was issued. Recent records (marriage since 1989) may be obtained from ANY City or Town running the Vital Records Automated software called NHVRIN.
			Additional copies ordered at the same time are \$10.00 each.
			Applicant must submit a written request and a photo ID with signature of the requestor or notarized assignment of access from registrant authorizing non-direct or tangibly related individual access and a self-addressed stamped envelope.
			Personal check or money should be made payable to <b>Treasurer, State of New Hampshire</b> . For further information, the telephone number is (603) 271-4651. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.sos.nh.gov/vitalrecords">http://www.sos.nh.gov/vitalrecords</a> .
Divorce	\$15.00	Division of Vital Records Administration Archives Building 71 South Fruit Street Concord, NH 03301-2410	Copies of records may be obtained from State office or Clerk of Superior/Family Division Court in the county where divorce was granted. Recent records (divorce since 1990) may be obtained from ANY City or Town running the Vital Records Automated software called NHVRIN.
			Additional copies ordered at the same time are \$10.00 each.
			Applicant must submit a written request and a photo ID with signature of the requestor or notarized assignment of access from registrant authorizing non-direct or tangibly related individual access and a self-addressed stamped envelope.
			Personal check or money should be made payable to <b>Treasurer, State of New Hampshire</b> . For further information, the telephone number is (603) 271-4651. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.sos.nh.gov/vitalrecords">http://www.sos.nh.gov/vitalrecords</a> .

## New Jersey

Place of event	Cost of copy	Address	Remarks
Birth	\$25.00 Additional copies of the same record ordered at the same time are \$2.00 each.	Office of Vital Statistics & Registry NJ Department of Health P.O. Box 370 Trenton, NJ 08625-0370  Please visit <a href="http://www.state.nj.us/health/vital">www.state.nj.us/health/vital</a> . For the most up to date information regarding ordering options and information or call toll-free at 1-866-649-8726.	The State Office of Vital Statistics and Registry maintains records from 1918 to present. For older records, please see information for the State Archives.  All requests must include a copy of the requestor's valid identification, payment of the appropriate fee and proof of relationship to the individual listed on the vital record.  A State or local Registrar may issue a certified copy of a vital record only to persons who establish themselves as the subject of the vital record, the subject's parent, legal guardian or legal representative, spouse, child, grandchild or sibling, if of legal age, to a State or Federal agency for official purposes, pursuant to court order or under other emergent circumstances as determined by the Commissioner. All other applicants will be issued a Certification that state the document is not for identification or legal purposes.
Genealogical Birth, Marriage, or Death	\$10.00-\$15.00	Office of Vital Statistics & Registry NJ Department of Health P.O. Box 370 Trenton, NJ 08625-0370	The New Jersey State Archives holds original birth, marriage, and death records from the period May 1, 1848 to December 31, 1914.  The New Jersey State Archives also holds microfilm copies of: birth records 1848-1914; marriage records 1848-1914; and death records 1848-1914. These materials are available for in-person use only.  Personal check or money order should be made payable to <b>New Jersey General Treasury</b> . The general information telephone number is (609) 292-6260. Website: <a href="http://www.archives.nj.gov">www.archives.nj.gov</a>
Death	\$25.00 Additional copies of the same record ordered at the same time are \$2.00 each.	Office of Vital Statistics & Registry NJ Department of Health P.O. Box 370 Trenton, NJ 08625-0370  Please visit <a href="http://www.state.nj.us/health/vital">www.state.nj.us/health/vital</a> . For the most up to date information regarding ordering options and information or call toll-free at 1-866-649-8726.	The State Office of Vital Statistics and Registry maintains records from 1918 to present. For older records, please see information for the State Archives.  All requests must include a copy of the requestor's valid identification, payment of the appropriate fee and proof of relationship to the individual listed on the vital record.

A State or local Registrar may issue a certified copy of a vital record only to persons who establish themselves as the subject of the vital record, the subject's parent, legal guardian or legal representative, spouse, child, grandchild or sibling, if of legal age, to a State or Federal agency for official purposes, pursuant to court order or under other emergent circumstances as determined by the Commissioner. All other applicants will be issued a Certification that state the document is not for identification or legal purposes.

Marriage, Civil Union or Domestic Partnership (State) \$25.00 Additional copies of the same record ordered at the same time are \$2.00 each.

Office of Vital Statistics & Registry  
NJ Department of Health  
P.O. Box 370  
Trenton, NJ 08625-0370

Please visit [www.state.nj.us/health/vital](http://www.state.nj.us/health/vital). For the most up to date information regarding ordering options and information or call toll-free at 1-866-649-8726.

The State Office of Vital Statistics and Registry maintains records from 1918 to present. For older records, please see information for the State Archives.

All requests must include a copy of the requestor's valid identification, payment of the appropriate fee and proof of relationship to the individual listed on the vital record.

A State or local Registrar may issue a certified copy of a vital record only to persons who establish themselves as the subject of the vital record, the subject's parent, legal guardian or legal representative, spouse, child, grandchild or sibling, if of legal age, to a State or Federal agency for official purposes, pursuant to court order or under other emergent circumstances as determined by the Commissioner. All other applicants will be issued a Certification that state the document is not for identification or legal purposes.

Divorce \$10.00

Clerk of the Superior Court  
Superior Court of NJ  
Public Information Center  
171 Jersey Street  
P.O. Box 967  
Trenton, NJ 08625-0967

The fee is for a certified Blue Seal copy. Make check payable to **Clerk of the Superior Court**.

## **New Mexico**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth	\$10.00	NM Vital Records	State office has records since 1920 and delayed records since 1880.  Personal check or money order should be made payable to <b>NM Vital Records</b> . To verify current fees, the telephone number is 1-866-534-0051. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.VitalRecordsNM.org">http://www.VitalRecordsNM.org</a>
Death	\$5.00	P.O. Box 25767 Albuquerque, NM 87125	
Marriage	Varies	See remarks	County Clerk in county where license was issued.
Divorce	Varies	See remarks	Clerk of Court where divorce was granted.

## **New York**

(except New York City)

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	\$30.00	Certification Unit Vital Records Section 2nd Floor 800 North Pearl Street Menands, NY 12204	<p>State office has records since 1880. For records before 1914 in Albany, Buffalo, and Yonkers, or before 1880 in any other city, write to Registrar of Vital Statistics in city where event occurred. For the rest of the State, except New York City, write to State office.</p> <p>Personal check or money order should be made payable to <b>New York State Department of Health</b>. Payment of mail order copies submitted from foreign countries must be made by a check drawn on a United States bank or by an international money order. To verify current fees, the telephone number is 1-855-322-1022. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.state.ny.us">http://www.health.state.ny.us</a>.</p> <p>For all types of State and local issued copies, the applicant is required to provide government issued photo identification.</p>
Marriage	\$30.00	Same as Birth or Death	Records from 1881 to present.
	\$10.00	See remarks	For records from 1880-1907 and licenses issued in the cities of Albany, Buffalo, or Yonkers, apply to Albany: City Clerk, City Hall, Albany, NY 12207; Buffalo: City Clerk, City Hall, Buffalo, NY 14202; Yonkers: Registrar of Vital Statistics, Health Center Building, Yonkers, NY 10701.
Divorce	\$30.00	Same as Birth or Death	Records since January 1963.
	Varies	See remarks	County Clerk in county where divorce was granted.

## **New York City**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	\$15.00	NYC Health Department Office of Vital Records 125 Worth St., CN4, Rm. 133 New York, NY 10013	<p>The Office has birth and death records for people who were born and/or died in the five boroughs of New York City: Brooklyn, the Bronx, Manhattan, Queens, or Staten Island. Birth records issued before 1910 and death records issued before 1949 must be ordered through the Municipal Archives. For more information please visit <a href="http://www.nyc.gov/html/doh/html/services/vr.shtml">http://www.nyc.gov/html/doh/html/services/vr.shtml</a> or write to Department of Records and Information Services, 31 Chambers Street, New York, NY 10007.</p> <p>Additional information on ordering and correcting NYC birth and death records can be found by visiting <a href="http://www.nyc.gov/vitalrecords">http://www.nyc.gov/vitalrecords</a> or calling 311(or 212-639-9675 outside New York City).</p>
Marriage Manhattan Borough	\$15.00	Office of the City Clerk 141 Worth Street New York, NY 10013	<p>Marriage Record Requests in Person:</p> <p>Marriage records from 1996 to present can be obtained in person from any office of the New York City Clerk. Marriage records from 1930 to 1955 can be obtained solely in the Manhattan Office. For additional information go to <a href="http://nycmarriagebureau.com/MarriageBureau/index.htm?RecordRoom.htm">http://nycmarriagebureau.com/MarriageBureau/index.htm?RecordRoom.htm</a>. Additional copies of the same record ordered at the same time are \$10.00 each.</p>
Bronx Borough	\$15.00	Office of the City Clerk Supreme Court Building 851 Grand Concourse Room B131 Bronx, NY 10451	<p>Marriage Record Requests by Mail:</p> <p>To obtain a Marriage Record by mail, please call the main office at (212) 669-8090 to request a form or to download the Marriage Record mail request form go to <a href="http://nycmarriagebureau.com/MarriageBureau/MailRequestForm.htm">http://nycmarriagebureau.com/MarriageBureau/MailRequestForm.htm</a></p>
Brooklyn Borough	\$15.00	Office of the City Clerk Brooklyn Municipal Building 210 Joralemon Street, Room 205 Brooklyn, NY 11201	<p>Marriage Record Requests by Mail:</p> <p>To obtain a Marriage Record by mail, please call the main office at (212) 669-8090 to request a form or to download the Marriage Record mail request form go to <a href="http://nycmarriagebureau.com/MarriageBureau/MailRequestForm.htm">http://nycmarriagebureau.com/MarriageBureau/MailRequestForm.htm</a></p>

## **New York City**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Queens Borough	\$15.00	Office of the City Clerk Borough Hall Building 120-55 Queens Boulevard Ground Floor, Room X001 Kew Gardens, NY 11424	Please mail all Marriage Record Requests to the following address:  Office of the City Clerk Municipal Building 1 Centre Street, Room 252 South New York, New York 10007
Staten Island Borough (no longer called Richmond)	\$15.00	Office of the City Clerk Borough Hall Building 10 Richmond Terrace Room 311 Staten Island, NY 10301	
Divorce			Go to the New York State page on this website at <a href="http://www/cdc.gov/nchs/howto/w2w/newyork.htm">http://www/cdc.gov/nchs/howto/w2w/newyork.htm</a> .

## North Carolina

Place of event	Cost of copy	Address	Remarks
Birth or Death	Cost of first copy: \$24.00  Cost of each additional copy: \$15.00	NC Vital Records 1903 Mail Service Center Raleigh, NC 27699-1903	<p>The State office has birth records beginning with October 1913.</p> <p>The State office has death records beginning with 1930.</p> <p>Business or certified check or money order should be made payable to <b>NC Vital Records</b>. To verify current fees and access additional information on how to obtain copies of vital records, the telephone number is (919) 733-3000 or visit the <a href="#">North Carolina Vital Records website</a>.</p> <p>A copy of a valid photo ID and a signed application are required for all certificate requests. See NC Vital Records' certificate application for a list of acceptable IDs.</p> <p>The <a href="#">Register of Deeds</a> in the county where the birth or death occurred can also provide copies of birth certificates upon request.</p>
Marriage (County)	Cost of first copy: \$24.00  Cost of each additional copy: \$15.00	NC Vital Records 1903 Mail Service Center Raleigh, NC 27699-1903	<p>The State Office has marriage records beginning with 1962. Business or certified check or money order should be made payable to <b>NC Vital Records</b>. To verify current fees and access additional information on how to obtain copies of vital records, the telephone number is (919) 733-3000 or visit the <a href="#">North Carolina Vital Records website</a>.</p> <p>A copy of a valid photo ID and a signed application are required for all certificate requests. See NC Vital Records' certificate application for a list of acceptable IDs.</p> <p>The <a href="#">Register of Deeds</a> in the county where the marriage license was obtained can also provide copies of marriage certificates upon request, including records prior to 1962.</p>

Divorce

Cost of first  
copy: \$24.00

Cost of each  
additional copy:  
\$15.00

NC Vital Records  
1903 Mail Service Center  
Raleigh, NC 27699-1903

The State Office has divorce records beginning with 1958. Business or certified check or money order should be made payable to **NC Vital Records**. To verify current fees and access additional information on how to obtain copies of vital records, the telephone number is (919) 733-3000 or visit the North Carolina Vital Records website  
<http://www.nccourts.org/Support/ContactUs.asp>.

A copy of a valid photo ID and a signed application are required for all certificate requests. See NC Vital Records' certificate application for a list of acceptable IDs.

The Clerk of Court in the county where the divorce occurred can also provide copies of divorce certificates, including those prior to 1958 or visit the North Carolina Vital Records website at <http://www.nccourts.org/Support/ContactUs.asp>

## North Dakota

Place of event	Cost of copy	Address	Remarks
Birth Death	\$7.00 \$5.00	ND Dept. of Health Division of Vital Records 600 East Boulevard Avenue Dept. 301 Bismarck, ND 58505-0200	<p>State office has some birth records since 1870 and some death records since July 1893. Birth years from 1870 to 1920 are incomplete. Death years from 1894 to 1920 are incomplete. Additional copies of birth records are \$4.00 each and death records are \$2.00 each. Copies are generally processed in 3-5 working days after request is received.</p> <p>Personal check or money order should be made payable to <b>ND Department of Health</b>. To verify current fees, the telephone number is (701) 328-2360. This is an automated attendant with a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.ndhealth.gov/vital/birth.htm">http://www.ndhealth.gov/vital/birth.htm</a>.</p> <p>The applicant must submit a photocopy of a government issued ID with their request.</p>
Marriage	Varies	The following link provides county contact information regarding certified copies of marriage records: <a href="http://www.ndhealth.gov/vital/marriage.htm">http://www.ndhealth.gov/vital/marriage.htm</a>	As of January 1, 2008, the ND Department of Health no longer issues certified copies of marriage records.
Divorce	Varies	The following link provides county contact information regarding certified copies of marriage records: <a href="http://www.ndhealth.gov/vital/divorce.htm">http://www.ndhealth.gov/vital/divorce.htm</a>	Certified copies are not available from the ND Department of Health.

## **Northern Mariana Islands**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth	\$25.00 \$20.00  Services for mailing certificate(s): \$5.00	Commonwealth Healthcare Corporation Health & Vital Statistics Office P.O. Box 500409 Saipan, MP 96950	Office has records for birth since 1946. Records from 1946 to 1954 are incomplete. Money order or bank cashier's check should be made payable to Commonwealth Healthcare Corporation.  <b>Special Requirement:</b> Information on how to obtain certified copies is provided on NMI Birth Certificate Mail Order Form. Submit in writing, request for Birth Certificate Mail Order Form at e-mail address info@vs-cnmi.org. The applicant must submit a valid photocopy of a government issued ID with their request(s). To verify current fees and who can obtain certified copies, call (670) 236-8717 or (670) 236-8702 or visit our website at: <a href="http://www.chcc.gov.mp/">http://www.chcc.gov.mp/</a>
Death	\$25.00 \$20.00  Services for mailing certificate(s): \$5.00	Commonwealth Healthcare Corporation Health and Vital Statistics Office P.O. Box 500409 Saipan, MP 96950	Office has records for death since 1946. Records from 1946 to 1954 are incomplete. Money order or bank cashier's check should be made payable to Commonwealth Healthcare Corporation.  <b>Special Requirement:</b> Information on how to obtain certified copies is provided on NMI Death Certificate Mail Order Form. Submit in writing, request for Death Certificate Mail Order Form at e-mail address info@vs-cnmi.org. The applicant must submit a valid photocopy of a government issued ID with their request(s). To verify current fees and who can obtain certified copies, call (670) 236-8717 or (670) 236-8702 or visit our website at: <a href="http://www.chcc.gov.mp/">http://www.chcc.gov.mp/</a>
Marriage	\$10.00	Commonwealth Recorder Superior Court Vital Records Section P.O. Box 307 Saipan, MP 96950	Money order or bank cashiers check should be made payable to <b>Commonwealth Healthcare Corporation</b> . To verify current fees, call (670) 236-9830 or fax (670) 236-9831.
Divorce	\$0.50 per page for Divorce Decree plus \$2.50 for certification	Commonwealth Recorder Superior Court Vital Records Section P.O. Box 307 Saipan, MP 96950	Office has records for divorce since 1960.

# Ohio

Place of event	Cost of copy	Address	Remarks
Birth	\$21.50	Vital Statistics Ohio Department of Health P.O. Box 15098 Columbus, OH 43215-0098	<p>State office has birth records since December 20, 1908. For earlier birth and death records, write to the Probate Court in the county where the event occurred.</p> <p>Personal check or money order should be made payable to <b>Treasury, State of Ohio</b>. To verify current fees, the telephone number is (614) 466-2531. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.odh.ohio.gov/vs">http://www.odh.ohio.gov/vs</a>.</p>
Death	\$21.50	Vital Statistics Ohio Department of Health P.O. Box 15098 Columbus, OH 43215-0098	<p>State office has death records since January 1, 1964. For earlier death records, write to the Probate Court in the county where the event occurred. Death records that occurred December 20, 1908 - December 31, 1963, can be obtained from: Ohio Historical Society, Archives Library Division, 1982 Velma Avenue, Columbus, OH 43211-2497</p> <p>Personal check or money order should be made payable to <b>Treasury, State of Ohio</b>. To verify current fees, the telephone number is (614) 466-2531. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.odh.ohio.gov/vs">http://www.odh.ohio.gov/vs</a></p>
Marriage (State)	See remarks	Same as Birth or Death	<p>Copies of marriage records are not available from the State Health Department. Inquiries will be referred to appropriate office. For certified copies of marriage records, please write to the Probate Court in the county where the event occurred. Information on how to obtain certified copies is also available the Internet at <a href="http://www.odh.ohio.gov/vs">http://www.odh.ohio.gov/vs</a></p>
Marriage (County)	Varies	See remarks	Probate Judge in county where license was issued.
Divorce (State)	See remarks	Same as Birth or Death	<p>Certified copies are not available from the State Health Department. For certified copies of divorces, please write to county Clerk of Courts where the divorce was granted. Information on how to obtain certified copies is also available available via the Internet at <a href="http://www.odh.ohio.gov/vs">http://www.odh.ohio.gov/vs</a></p>

Divorce (County)

Varies

See remarks

Clerk of Court of Common Pleas in county where divorce was granted.

# Oklahoma

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$15.00	Vital Records Service State Department of Health PO Box 53551 Oklahoma City, OK 73152	<p>State office has records since October 1908.</p> <p>Personal check or money order should be made payable to <b>OSDH</b>. To verify current fees, the telephone number is (405) 271-4040. This will be a recorded message. Information on how to obtain certified copies, eligibility requirements, and a list of acceptable IDs are also available via the Internet at <a href="http://vr.health.ok.gov/">http://vr.health.ok.gov/</a>.</p> <p>A copy of a current legal photo ID from the applicant is required, as well as a completed application and appropriate fees.</p> <p>Commemorative heirloom certificates are also available: cost \$35.00 and includes one (1) certified copy. Detailed description of the heirloom certificate is available at <a href="http://vr.health.ok.gov/">http://vr.health.ok.gov/</a>.</p>
Marriage	Varies	See remarks	Clerk of Court in county where license was issued.
Divorce	Varies	See remarks	Clerk of Court in county where divorce was granted.

# Oregon

Place of event	Cost of copy	Address	Remarks
Birth	\$25.00  Additional copies of the same record ordered at the same time are \$25.00 each.	Oregon Vital Records P.O. Box 14050 Portland, OR 97293-0050  Street Address: Oregon State Archives 800 Summer Street, NE Salem, OR 97310	Photostatic, full image certificates for births from 1903 through 2007 are available for \$30.00 each.  Personal check or money order should be made payable to <b>OHA/Vital Records</b> . To verify current fees, the telephone number is (971) 673-1190 ext. 0. Information on how to obtain certified copies is also available via the Internet at the Oregon Health Authority website: <a href="http://www.healthoregon.org/chs">http://www.healthoregon.org/chs</a>  <b>Oregon State Archives can provide non-certified copies of birth records prior to 1903.</b>  The telephone number for the Oregon State Archives is (503) 373-0701 and the fax number is (503) 373-0953. Information on how to obtain  State vital records office has birth records starting from 1903. Oregon State Archives has birth records for the City of Portland from 1864 to 1902 and statewide delayed birth records from 1845 to 1902.
Death	\$25.00  Additional copies of the same record ordered at the same time are \$25.00 each.	Oregon Vital Records P.O. Box 14050 Portland, OR 97293-0050  Street Address: Oregon State Archives 800 Summer Street, NE Salem, OR 97310	Short form death certificates without cause of death data available for the same fee.  Personal check or money order should be made payable to <b>OHA/Vital Records</b> . To verify current fees, the telephone number is (971) 673-1190 ext. 0. Information on how to obtain certified copies is also available via the Internet at the Oregon Health Authority website: <a href="http://www.healthoregon.org/chs">http://www.healthoregon.org/chs</a>  <b>The Oregon State Archives can provide non-certified copies of death records that are more than 50 years old.</b>  The telephone number for the Oregon State Archives is (503) 373-0701 and the fax number is (503) 373-0953. Information on how to obtain copies is also available via the internet at the Oregon Health Authority website: <a href="http://www.healthoregon.org/chs">http://www.healthoregon.org/chs</a>  State vital records office has death records starting from 1903. The Oregon State Archive has City of

Portland has death records from 1862 to 1902 and statewide death records from 1903 to 1965.

Marriage (state)      \$25.00      Oregon Vital Records  
P.O. Box 14050  
Portland, OR 97293-0050

Additional copies of the same record ordered at the same time are \$25.00 each.

Additional copies of the same record ordered at the same time are \$20.00 each.

Personal check or money order should be made payable to **OHA/Vital Records**. To verify current fees, the telephone number is (971) 673-1190 ext. 0. Information on how to obtain certified copies is also available via the Internet at the Oregon Health Authority website: <http://www.healthoregon.org/chs>

**The Oregon State Archives can provide non-certified copies of marriage records that are more than 50 years old.**

The telephone number for the Oregon State Archives is (503) 373-0701 and the fax number is (503) 373-0953. Information on how to obtain copies is also available via the internet at the Oregon Health Authority website: <http://www.healthoregon.org/chs>.

State vital records office has marriage records starting from 1911. Oregon State Archives has some county records from the 1800s and statewide records for 1906-1910 and 1946 through 1965.

Marriage (County)      Varies      See remarks

County Clerk in county where license was issued. County Clerks also have some records before 1906 Individual county listing can be found at <http://arcweb.sos.state.or.us/pages/records/local/county/inventories.html>. Some older county records have been transferred to the Oregon State Archives, 800 Summer Street NE, Salem, OR 97310.

Divorce (State) Certificates Only	\$25.00	Same as Birth or Death	<p>Additional copies of the same record ordered at the same time are \$20.00 each.</p> <p>Additional copies of the same record ordered at the same time are \$25.00 each.</p> <p>Personal check or money order should be made payable to <b>OHA/Vital Records</b>. To verify current fees, the telephone number is (971) 673-1190 ext. 0. Information on how to obtain certified copies is also available via the Internet at the Oregon Health Authority website: <a href="http://www.healthoregon.org/chs">http://www.healthoregon.org/chs</a></p> <p><b>The Oregon State Archives can provide non-certified copies of Divorce records that are more than 50 years old.</b></p> <p>The telephone number for the Oregon State Archives is (503) 373-0701 and the fax number is (503) 373-0953. Information on how to obtain copies is also available via the internet at the Oregon Health Authority website: <a href="http://www.healthoregon.org/chs">http://www.healthoregon.org/chs</a>.</p>
Divorce (County) Decrees Only	Varies	See Remarks	<p>State vital records office has divorce records starting from 1925.</p>

## Pennsylvania

Place of event	Cost of copy	Address	Remarks
Birth	\$20.00	Division of Vital Records P.O. Box 1528 New Castle, PA. 16103-1528	State office has records since January 1906. All requests must be submitted on an application form, which requires the signature of individual requesting the certificate and a legible copy of his/her valid government issued photo ID that verifies name and mailing address of the individual requesting the certificate. Application forms, eligibility requirements, fees, and additional information, including how to apply online with a credit card for an additional fee are available via the Pennsylvania Department of Health, Vital Records websites: (1 <sup>st</sup> link ) <a href="http://www.health.pa.gov/MyRecords/Certificates/Pages/11596.aspx">http://www.health.pa.gov/MyRecords/Certificates/Pages/11596.aspx</a> . (2 <sup>nd</sup> link) <a href="http://www.health.pa.gov/MyRecords/Certificates/Genealogy/Pages/608673.aspx">http://www.health.pa.gov/MyRecords/Certificates/Genealogy/Pages/608673.aspx</a> .
Death	\$20.00	Division of Vital Records P.O. Box 1528 New Castle, PA. 16103-1528	The telephone number is (724) 656-3100. Personal check or money order should be made payable to <b>Vital Records</b> . Pennsylvania birth or death certificates prior to 1906 can be accessed through the courthouse in the county where the person was born. A list of court houses is available via the Pennsylvania Department of Health, Vital Records websites: (1 <sup>st</sup> link) <a href="http://www.health.pa.gov/MyRecords/Certificates/Pages/11596.aspx">http://www.health.pa.gov/MyRecords/Certificates/Pages/11596.aspx</a> . (2 <sup>nd</sup> link) <a href="http://www.health.pa.gov/MyRecords/Certificates/Genealogy/Pages/608673.aspx">http://www.health.pa.gov/MyRecords/Certificates/Genealogy/Pages/608673.aspx</a> .
Marriage	Varies		Make application to the Marriage License Clerks, County Court House, in county where license was issued. A list of court houses is available at: <a href="http://www.health.pa.gov/MyRecords/Certificates/MarriageAndDivorceCertificates/Pages/default.aspx">http://www.health.pa.gov/MyRecords/Certificates/MarriageAndDivorceCertificates/Pages/default.aspx</a> .
Divorce	Varies		Make application to the Prothonotary, Court House, in county seat of county where divorce was granted. A list of court houses is available at: <a href="http://www.health.pa.gov/MyRecords/Certificates/MarriageAndDivorceCertificates/Pages/default.aspx">http://www.health.pa.gov/MyRecords/Certificates/MarriageAndDivorceCertificates/Pages/default.aspx</a> .

## Puerto Rico

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$5.00	<p>\$4.00 each additional copy requested on the same application. Registrants over 60 years of age and Veterans of the United States Armed Forces can obtain copies of their birth records free of charge. Maximum three (3) copies per registrant per year. Beneficiaries of a Veteran of the United States Armed Forces can obtain copies of their death records free of charge (widow or children under 21 years of age).</p> <p>All mail in applications must be sent to:            Department of Health            Demographic Registry            P.O. Box 11854            Fernández Juncos Station            San Juan, PR 00910</p> <p>If using an Express Service (FedEx, UPS, DHL, USPS Express or Priority Mail, applications must be sent to the following PHYSICAL ADDRESS:            Department of Health            Demographic Registry            414 Barbosa Avenue            Lincoln Building            San Juan, PR 00925</p>	<p>The Central Office of the Demographic Registry has records pertaining to all citizens born or deceased as of June 22, 1931. Copies of earlier records may be obtained by writing to the Local Registrar's Office in the municipality where the event occurred. Payment method via money orders, which should be made payable to the <b>Secretary of Treasury</b>. Neither cash, personal nor bank checks are accepted. To verify the current fees, the telephone number is 787-765-2929 Ext. 6131. All applications must be accompanied by a legible photocopy of a valid form of identification (driver's license, Passport, or a government emitted ID). Veterans must submit a copy of their DD214 or Veterans Affairs Identification card to receive benefits. Applicants must considered to be an <i>interested party</i> established by law, which are: the proper registrant, mother/father, children over 18 years of age, legal custodian, legal representatives or heirs if existent.</p> <p>Additional copies ordered at the same time by the same person are \$4.00 each. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.prfaa.com/services.asp?id=44">http://www.prfaa.com/services.asp?id=44</a></p> <p>Money order should be made payable to <b>Secretary of the Treasury</b>. Personal checks are not accepted. To verify current fees, the telephone number is (787) 767-9120.</p>
Marriage	\$5.00	Same as Birth or Death	<p>Same as Birth or Death</p> <p>All applications must be accompanied by a photocopy of a recent, valid IDENTIFICATION OF APPLICANT.</p>
Divorce	\$2.00	Same as Birth or Death	<p>The Central Office of the Demographic Registry has records pertaining to divorces registered as of 1941. Divorce certifications are NOT actual divorce decrees but an abstract of the information provided on the final court resolution, submitted to our agency for official use only. <b>Availability varies</b>; not all divorce decrees are submitted to the Demographic Registry. In the case where a</p>

See remarks

divorce decree does not appear registered in our agency, a negative certification of divorce will be issued for the same cost. Payment method via money orders, which should be made payable to the **Secretary of Treasury**. Neither cash, personal nor bank checks are accepted. To verify the current fees, the telephone number is 787-765-2929 Ext. 6131. All applicants must be accompanied by a legible photocopy of a valid form of identification (driver's license, Passport, or a government emitted ID). Superior Court where divorce was granted.

## **Rhode Island**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	\$20.00	RI Department of Health Office of Vital Records Room 101 3 Capitol Hill Providence, RI 02908-5097	<p>State office keeps birth and marriage/civil union records for 100 years and keeps death records for 50 years. In general, copies can be obtained from the State office, the city/town clerk where the event occurred or the city of residence at the time of the occurrence. Additional copies of the same record ordered at the same time are \$15.00 each.</p> <p>Information for city/town addresses are available via the Internet at: <a href="http://www.health.ri.gov/chic/vital/clerks.php">http://www.health.ri.gov/chic/vital/clerks.php</a>.</p> <p>For earlier records, write to the city/town clerk where the event occurred or to the Rhode Island State Archives, 337 Westminster Street, Providence, RI 02903.</p> <p>Personal check or money order should be made payable to <b>Rhode Island General Treasurer</b>. To verify current fees after office hours, the telephone number is (401) 222-2811. To verify current fees and general information during office hours, please call the Health Hot Line at (401) 222-5960. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.ri.gov">http://www.health.ri.gov</a>.</p> <p>All requests must be accompanied by a photocopy of the applicant's valid government-issued picture identification, e.g., driver's license. In lieu of a valid government-issued picture identification, two pieces of mail are accepted showing the correct name and address of the individual requesting the record.</p>
Pre-Adoption Non-Certified Birth	\$20.00	Same as Birth or Death	<p>In June, 2011 the State of Rhode Island passed a law allowing adult adoptees born in Rhode Island access to a non-certified copy of their unaltered, original birth certificate. If you are an adoptee who was born in Rhode Island and you are age 25 or older, you can request a non-certified copy of your original, pre-adoption birth record from the State Office of Vital Records. According to state law, we can only release your record to you, the adoptee. Relatives cannot request copies of your record on your behalf. Please visit the web-site at <a href="http://www.health.ri.gov">www.health.ri.gov</a> under Adult Adoptees for</p>

further information on applications, ID requirements and access.

Personal check or money order should be made payable to **General Treasurer, State of Rhode Island.**

All requests must be accompanied by a photocopy of the applicant's valid government-issued picture identification, e.g., driver's license. In lieu of valid government-issued picture identification, two pieces of mail are accepted showing the correct name and address of the individual requesting the record.

Marriage/Civil Union	\$20.00	Same as Birth or Death
Divorce	\$3.00	Clerk of Family Court 1 Dorrance Plaza Providence, RI 02903

# South Carolina

Place of event	Cost of copy	Address	Remarks
Birth or Death	Search Fee \$12.00	Office of Vital Records SCDHEC 2600 Bull Street Columbia, SC 29201	<p>The \$12 search fee is non-refundable. The required search fee includes one (1) certification, if record is located. Additional copies purchased at the same time are \$3.00 each.</p> <p>State office has records since January 1915.</p> <p>Acceptable method of payment is a money order or cashiers check made payable to <b>SCDHEC-Vital Records</b>. To verify current fees, the telephone number is (803) 898-3630. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.scdhec.net/vr">http://www.scdhec.net/vr</a>.</p> <p>Anyone requesting a vital record must submit a photocopy of their valid picture identification.</p>
Marriage	Search Fee \$12.00	Same as Birth or Death	<p>The \$12 search fee is non-refundable. The required search fee includes one (1) certification, if record is located. Additional copies purchased at the same time are \$3.00 each.</p> <p>State office has records starting July 1950. Marriages prior to that date must be obtained from the Office of the Probate Judge in the county where the license was obtained.</p> <p>Anyone requesting a vital record must submit a photocopy of their valid picture identification.</p>
Divorce	Search Fee \$12.00	Same as Birth or Death	<p>The \$12 search fee is non-refundable. The required search fee includes one (1) certification, if record is located. Additional copies purchased at the same time are \$3.00 each.</p> <p>Reports of Divorce are available starting July 1962. SC DHEC does not have a copy of the divorce decree. The actual divorce decree must be obtained from the Clerk of Court in the county where the final divorce was held.</p> <p>Anyone requesting a vital record must submit a photocopy of their valid picture identification.</p>

## **South Dakota**

<b>Place of event</b>	<b>Cost of copy</b>	<b>Address</b>	<b>Remarks</b>
Birth or Death	\$15.00	Vital Records State Department of Health 207 E Missouri Ave, Ste 1-A Pierre, SD 57501	<p>State office has records filed after July 1905.</p> <p>Anyone requesting a vital record must submit a photocopy of their identification.</p> <p>Personal check or money order should be made payable to <b>South Dakota Department of Health</b>. To verify current fees, the telephone number is (605) 773-4961. Information on how to obtain certified copies is also available via the Internet at <a href="http://vitalrecords.sd.gov">http://vitalrecords.sd.gov</a>.</p> <p>Mail-in applicants must send in a clear copy of a government- issued photo ID OR have their signature notarized.</p>
Marriage	\$15.00	Same as Birth or Death	Records since July 1905. Marriages can also be obtained from the County Register of Deeds where the marriage occurred.
Divorce	\$15.00	Same as Birth or Death	Records since July 1905. Divorces can also be obtained from the Clerk of Courts in the county where the divorce was granted.

# Tennessee

Place of event	Cost of copy	Address	Remarks
Birth (long form)	\$15.00	Tennessee Vital Records	<p>State office has birth records for entire State since January 1914, for Nashville since June 1881, for Knoxville since July 1881, and for Chattanooga since January 1882. Birth enumeration records by school district are available for July 1908 through June 1912. Birth records more than 100 years old are maintained by Tennessee Library and Archives, Archives Division, Nashville, Tennessee 37243-0312. Additional copies of the same birth, marriage, or divorce record requested at the same time are \$5.00 each.</p> <p>If the birth has been amended by adding the father with a Voluntary Acknowledgement Of Paternity (VAOP), a certified copy of the VAOP may be ordered if a \$15 long form birth certificate is ordered at the same time. The cost of the certified VAOP is an additional \$5.00.</p> <p>Vital Records office keeps death records for 50 years; older records are maintained by Tennessee Library and Archives, Archives Division, Nashville, Tennessee 37243-0312.</p> <p>Personal check or money order should be made payable to <b>Tennessee Vital Records</b>. To verify current fees, the telephone number is (615) 741-1763. Information on how to obtain certified copies is also available via the Internet at <a href="http://health.state.tn.us/vr/">http://health.state.tn.us/vr/</a>.</p> <p>A photocopy of a valid government- issued form of identification which includes the requestor's signature, usually a driver's license, must accompany the request.</p>
Birth (short form)	\$8.00	1 <sup>st</sup> Floor, Andrew Johnson Tower	
Death	\$15.00	710 James Robertson Parkway Nashville, TN 37243	
Marriage	\$15.00	Same as Birth or Death	Vital Records Office keeps marriage records for 50 years. Older records are maintained by Tennessee Library and Archives, Archives Division, Nashville, TN 37243-0312.
	Varies	See remarks	County Clerk in county where license was issued.
Divorce	\$15.00	Same as Birth or Death	Vital Records Office keeps divorce records for 50 years. Older records are maintained by Tennessee Library and Archives, Archives Division, Nashville, TN 37243-0312.
	Varies	See remarks	Clerk of Court in county where divorce was granted.

# Texas

Place of event	Cost of copy	Address	Remarks
Birth Death	\$22.00 \$20.00	Texas Vital Records Department of State Health Services P.O. Box 12040 Austin, TX 78711-2040	<p>State office has birth and death records since 1903. Additional copies of the birth record ordered at same time are \$22.00 each. Additional copies of the death record ordered at the same time are \$3.00 each.</p> <p>Request for certified copies of birth and death certificates can be made via the internet, with a credit card, through Texas.gov. An Expedited Application for Birth and Death Record (see Form VS142.21.pdf) can also be completed and sent by an overnight service or by USPS Express Mail, with a check or money order, to the address on the application. Most Texas.gov and Expedited mail requests will be processed within 10 to 15 business days.</p> <p>Mail-in requests must be made by personal check or money order made payable to <b>DSHS</b>. To verify current fees, the telephone number is (512) 776-7111. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dshs.state.tx.us/vs">http://www.dshs.state.tx.us/vs</a>.</p>
Marriage (State)	See remarks		<p>Records since January 1966. Certified copies are not available from State office. Fee for search and verification of essential facts of marriage is \$20.00 each.</p> <p>Request for marriage verification can be made via the internet, with a credit card, through Texas.gov.</p> <p>Marriage verification requests may also be sent via mail and paid with a check or money order by completing the Mail Application for Marriage and Divorce Verification (<a href="http://www.dshs.state.tx.us/vs/reqproc/forms.shtm#birthdeath">http://www.dshs.state.tx.us/vs/reqproc/forms.shtm#birthdeath</a>). Personal checks or money orders should be made payable to <b>DSHS</b>.</p>
Marriage (County)	Varies	See remarks	<p>County Clerk in county where license was issued. Texas County contact information can be found at the Texas Department of State Health Services website.</p>

## Texas

Place of event	Cost of copy	Address	Remarks
Divorce (State)	See remarks		<p>Records since January 1968. Certified copies are not available from State office. Fee for search and verification of essential facts of divorce is \$20.00 each.</p> <p>Request for divorce verification can be made via the internet, with a credit card, through <a href="http://Texas.gov">Texas.gov</a>.</p> <p>Divorce verification requests may also be sent via mail and paid with a check or money order by completing the Mail Application for Marriage and Divorce Verification (<a href="http://www.dshs.state.tx.us/vs/reqproc/forms.shtml#birthdeath">http://www.dshs.state.tx.us/vs/reqproc/forms.shtml#birthdeath</a>). Personal checks or money orders should be made payable to <b>DSHS</b>.</p>
Divorce (County)	Varies	See remarks	<p>Clerk of District Court in county where divorce was granted. Texas District Clerk contact information can be found at <a href="http://localoffices.texasvsu.org">http://localoffices.texasvsu.org</a>.</p>

# Utah

Place of event	Cost of copy	Address	Remarks
Birth	\$20.00	Office of Vital Records and Statistics Utah Department of Health 288 North 1460 West P.O. Box 141012 Salt Lake City, UT 84114-1012	<p>State office has records since 1905. Identification is now required for the purchase of a Utah Birth Certificate. Mailed request must include an enlarged and easily identifiable photocopy of the back and front of your identification. If no proofs are enclosed, your application will be returned. For a list of acceptable identification see our website at <a href="http://www.health.utah.gov/vitalrecords">http://www.health.utah.gov/vitalrecords</a></p> <p>Additional copies, when requested at the same time, are \$10.00 each.</p> <p>Personal check or money order should be made payable to <b>Vital Records</b>. To verify current fees, the telephone number is (801) 538-6105. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.utah.gov/vitalrecords">http://www.health.utah.gov/vitalrecords</a>.</p>
Death	\$30.00 \$10.00 for additional copies	Office of Vital Records and Statistics Utah Department of Health 288 North 1460 West P.O. Box 141012 Salt Lake City, UT 84114-1012	<p>State office has records since 1905. Identification is now required for the purchase of a Utah Death Certificate. Mailed request must include an enlarged and easily identifiable photocopy of the back and front of your identification. If no proofs are enclosed, your application will be returned. For a list of acceptable identification see our website at <a href="http://www.health.utah.gov/vitalrecords">http://www.health.utah.gov/vitalrecords</a>.</p> <p>Additional copies, when requested at the same time, are \$10.00 each.</p> <p>Personal check or money order should be made payable to <b>Vital Records</b>. To verify current fees, the telephone number is (801) 538-6105. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.utah.gov/vitalrecords">http://www.health.utah.gov/vitalrecords</a>.</p>
Marriage	\$18.00	Same as Birth or Death	<p>State office has records since 1978. Only short form certified copies are available.</p> <p>Additional copies, when requested at the same time, are \$10.00 each.</p>
	Varies	See remarks	County Clerk in county where license was issued.
Divorce	\$18.00	Same as Birth or Death	<p>State office has records since 1978. Only short form certified copies are available.</p> <p>Additional copies, when requested at the same time, are \$10.00 each.</p>

Varies

See remarks

County Clerk in county where divorce was granted.

## Vermont

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$10.00	Vermont Department of Health Vital Records Section P.O. Box 70 108 Cherry Street Burlington, VT 05402-0070	State office has records for the most recent 5 years.  Personal check or money order should be made payable to <b>Vermont Department of Health</b> . To verify current fees, the telephone number is (802) 863-7275. This is a recorded message. Information on how to obtain certified copies is also available via the <a href="http://healthvermont.gov/research/records/obtain_record.aspx">http://healthvermont.gov/research/records/obtain_record.aspx</a> .
Birth, Death, Marriage or Divorce	\$10.00	Vermont State Archives and Records Administration Office of the Secretary of State 1078 US Route 2, Middlesex Montpelier, VT 05633-7701	Records more than five years old (as early as 1909). Personal check or money order should be made payable to <b>Vermont Secretary of State</b> . To verify current fees, the telephone number is (802) 828-3286. Information on how to obtain certified copies is also available via the Internet at the Vermont State Archives and Records Administration website: <a href="https://www.sec.state.vt.us/archives-records/vital-records.aspx">https://www.sec.state.vt.us/archives-records/vital-records.aspx</a> .
Birth or Death	\$10.00	See remarks	Town or City Clerk of town/city where birth or death occurred.
Marriage	\$10.00	Same as Birth or Death	State office has records for the most recent 5 years.
	\$10.00	See remarks	Town or City Clerk in town/city where license was issued.
Divorce	\$10.00	Same as Birth or Death	State office has records for the most recent 5 years.
	\$10.00	See remarks	Family court in county where divorce was granted.

## Virginia

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$12.00	Division of Vital Records P.O. Box 1000 Richmond, VA 23218-1000	State office has records from January 1853 to December 1896 and since June 14, 1912.  Personal check or money order should be made payable to <b>State Health Department</b> . To verify current fees, the telephone number is (804) 662-6200. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.vdh.virginia.gov/">http://www.vdh.virginia.gov/</a> .  Anyone requesting a vital record must submit a photocopy of their identification.
	Varies	See remarks	
Marriage	\$12.00	Same as Birth or Death	Records since January 1853.
	Varies	See remarks	Clerk of Court in county or city where license was issued.
Divorce	\$12.00	Same as Birth or Death	Records since January 1918.
	Varies	See remarks	Clerk of Court in county or city where divorce was granted.

## Virgin Islands

Place of event	Cost of copy	Address	Remarks
Birth or Death St. Croix	\$15.00 (Mail request)  \$12.00 (In person)	Department of Health Vital Statistics Charles Harwood Memorial Hospital St. Croix, VI 00820	Registrar has birth and death records on file since 1840.
St. Thomas and St. John	\$15.00 (Mail request)  \$12.00 (In person)	Department of Health Vital Statistics Knud Hansen Complex St. Thomas, VI 00802	Registrar has birth records on file since July 1906 and death records since January 1906.  Money order for birth and death records should be made payable to <b>Department of Health</b> . Personal checks are not accepted. To verify current fees, the telephone number is (340) 774-9000 ext. 4685 or 4686.
Marriage	See remarks	Bureau of Vital Records and Statistical Services Virgin Islands Department of Health Charlotte Amalie St. Thomas, VI 00801	Certified copies are not available. Inquiries will be forwarded to the appropriate office.
St. Croix	\$2.00	Chief Deputy Clerk Family Division Territorial Court of the Virgin Islands P.O. Box 929 Christiansted St. Croix, VI 00820	
St. Thomas and St. John	\$2.00	Clerk of the Territorial Court of the Virgin Islands Family Division P.O. Box 70 Charlotte Amalie St. Thomas, VI 00801	
Divorce	See remarks	Same as Marriage	Certified copies are not available. Inquiries will be forwarded to appropriate office.
St. Croix	\$5.00	Same as Marriage	Money order for marriage and divorce records should be made payable to Territorial Court of the Virgin Islands. Personal checks are not accepted.
St. Thomas and St. John	\$5.00	Same as Marriage	

## Washington

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$20.00	Department of Health Center for Health Statistics P.O. Box 47814 Olympia, WA 98504-7814	<p>Must have exact information for births. State office has birth records since July 1907 to present. For King, Pierce, and Spokane counties copies may also be obtained from county health departments. County Auditor of county of birth has registered births prior to July 1907. State office has death records from July 1, 1907 to 2 months before present date.</p> <p>Personal check or money order should be made payable to <b>Department of Health</b>. To verify current fees, the telephone number is (360) 236-4300. Information on how to obtain certified copies is also available via the Internet at Washington State Department of Health website: <a href="http://www.doh.wa.gov/LicensesPermitsandCertificates/BirthDeathMarriageandDivorce">http://www.doh.wa.gov/LicensesPermitsandCertificates/BirthDeathMarriageandDivorce</a></p>
Heirloom Birth			
Marriage	\$40.00	Same as Birth or Death	State office has records since January 1968.
	\$20.00		Information on how to obtain certified copies is also available via the Internet at Washington State Department of Health website: <a href="http://www.doh.wa.gov/LicensesPermitsandCertificates/BirthDeathMarriageandDivorce">http://www.doh.wa.gov/LicensesPermitsandCertificates/BirthDeathMarriageandDivorce</a>
	Varies	See remarks	County Auditor in county where license was issued.
Divorce	\$20.00	Same as Birth or Death	State office has records since January 1968.
			Information on how to obtain certified copies is also available via the Internet at Washington State Department of Health website: <a href="http://www.doh.wa.gov/LicensesPermitsandCertificates/BirthDeathMarriageandDivorce">http://www.doh.wa.gov/LicensesPermitsandCertificates/BirthDeathMarriageandDivorce</a>
	Varies	See remarks	County Clerk in county where divorce was granted.

## West Virginia

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$12.00	Vital Registration Office Room 165 350 Capitol Street Charleston, WV 25301-3701	<p>State office was established in 1917. Earlier records may be on file at the state office as “delayed certificates” if they were placed on file after 1917 and were not already on file in a county clerk’s office. Both offices may need to be queried but it is recommended that for births before 1917 that county office be queried first.</p> <p>Personal check or money order should be made payable to <b>Vital Registration</b>. To verify current fees, the telephone number is (304) 558-2931. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhhr.wv.gov/Pages/default.aspx">http://www.dhhr.wv.gov/Pages/default.aspx</a></p>
Marriage	\$12.00	Same as Birth or Death	Marriage indexes from 1921 forward. Certified copies available from 1964 forward. Before 1964, see county below.
Marriage (County)	Varies	See remarks	County Clerk in county where license was issued.
Divorce	See remarks	Same as Birth or Death	Indexes only since 1968. Certified copies are not available from state office. See county below.
Divorce (County)	Varies	See remarks	Certified copies of divorce orders may be obtained from the Clerk of the Circuit Court in the county where the divorce was granted.

# Wisconsin

Place of event	Cost of copy	Address	Remarks
Birth or Death	\$20.00	WI Vital Records Office 1 West Wilson Street P.O. Box 309 Madison, WI 53701-0309  <b>Customer Service:</b> 608-266-1373	<p>State Office has scattered records earlier than 1857. Records before October 1, 1907, are very incomplete. Additional copies of the same record ordered at the same time are \$3.00 each. Customers should use a state birth or death certificate application form to apply. A copy of a valid photo ID and a signature is required of the applicant.</p> <p>Personal check or money order should be made payable to <b>State of Wisconsin Vital Records</b>. A stamped, self-addressed business size (#10) envelope should be included with the request. Information on how to obtain certified copies including application forms is available via the Internet at Wisconsin Vital Records Services website <a href="http://www.dhs.wi.gov/vitalrecords">http://www.dhs.wi.gov/vitalrecords</a>.</p>
Marriage	\$20.00	WI Vital Records Office 1 West Wilson Street P.O. Box 309 Madison, WI 53701-0309  <b>Customer Service:</b> 608-266-1373	<p>State Office has scattered records earlier than 1857. Records before October 1, 1907, are very incomplete. Additional copies of the same record ordered at the same time are \$3.00 each. Customers should use a state marriage certificate application form to apply. A copy of a valid photo ID and a signature is required of the applicant.</p> <p>Personal check or money order should be made payable to <b>State of Wisconsin Vital Records</b>. A stamped, self-addressed business size (#10) envelope should be included with the request. Information on how to obtain certified copies including application forms are available via the internet at the Wisconsin Vital Records Services website <a href="http://www.dhs.wi.gov/vitalrecords">http://www.dhs.wi.gov/vitalrecords</a>.</p>
Divorce	\$20.00	WI Vital Records Office 1 West Wilson Street P.O. Box 309 Madison, WI 53701-0309  <b>Customer Service:</b> 608-266-1373	<p>Divorce certificates are not available before October 1, 1907. Additional copies of the same record ordered at the same time are \$3.00 each. Customers should use a state divorce certificate application form to apply. A copy of a valid photo ID and a signature is required of the applicant.</p> <p>Personal check or money order should be made payable to <b>State of Wisconsin Vital Records</b>. A stamped, self-addressed business size (#10) envelope should be included with the request. Information on how to obtain certified copies including application forms are available via the internet at the Wisconsin Vital Records Services website <a href="http://www.dhs.wi.gov/vitalrecords">http://www.dhs.wi.gov/vitalrecords</a>.</p>

# Wyoming

Place of event	Cost of copy	Address	Remarks
Birth	\$20.00	Vital Statistics Services	State office has birth records since July 1909.
Death	\$15.00 1 <sup>st</sup> copy \$10.00 additional copies	Hathaway Building Cheyenne, WY 82002	<p>After 100 years birth records are available through WY State Archives. WY Vital Records Office is covered entity under the Health Insurance Portability and Accountability Act of 1996 (HIPAA)</p> <p>Death records more than 50 years old should be obtained from the Wyoming State Archives at (307) 777-7826 or <a href="mailto:WyArchive@state.wy.us">WyArchive@state.wy.us</a>.</p> <p>Personal check or money order should be made payable to <b>Vital Records Services</b>. A personal check is accepted only if personalized with the name and current address of individual signing the request. To verify current fees, the telephone number is (307) 777-7591. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.wyo.gov">http://www.health.wyo.gov</a>.</p> <p>A legible photocopy of a current state issued ID or passport is required which bears the signature of the applicant. ID with no expiration date is not accepted unless recently issued and additional proof of identification may be requested.</p>
Marriage	\$20.00	Same as Birth or Death	Marriage records more than 50 years old should be obtained from the Wyoming State Archives at (307) 777-7826 or <a href="mailto:WyArchive@state.wy.us">WyArchive@state.wy.us</a> .
	Varies	See remarks	County Clerk in county where license was issued.
Divorce	\$20.00	Same as Birth or Death	Divorce records more than 50 years old should be obtained from the Wyoming State Archives at (307) 777-7826 or <a href="mailto:WyArchive@state.wy.us">WyArchive@state.wy.us</a> .
	Varies	See remarks	Clerk of District Court where divorce took place.

## ***Foreign, high-seas, or Panama Canal Zone births and deaths and certificates of citizenship***

### **Birth records of persons born in foreign countries who are U.S. citizens at birth**

The birth of a child abroad to U.S. citizen parent(s) should be reported to the nearest U.S. Consulate or Embassy as soon after the birth as possible. A \$100.00 fee is charged for reporting the birth at a U.S. embassy or consulate abroad. See Department of State link for more information:

**[http://travel.state.gov/law/family\\_issues/birth/birth\\_593.html](http://travel.state.gov/law/family_issues/birth/birth_593.html)**

The application must be supported by evidence to establish the child's U.S. citizenship. Usually, the following documents are needed:

1. The child's foreign birth certificate;
2. Evidence of the U.S. citizenship of the parent(s) such as a certified copy of a birth certificate, U.S. passport, or Certificate of Naturalization or Citizenship;
3. Evidence of the parents' marriage, if applicable; and
4. Affidavit of the physical presence of the parent(s) in the United States.

Each document should be certified as a true copy of the original by the registrar of the office that issued the document. Other documents may be needed in some cases. Contact the nearest U.S. Embassy or Consulate for details on what evidence is needed.

When the application is approved, a Consular Report of Birth Abroad of a Citizen of the United States of America (Form FS-240) is given to the applicant. This document, known as the Consular Report of Birth, has the same value as proof of citizenship as the Certificate of Citizenship issued by the Immigration and Naturalization Service.

A Consular Report of Birth can be prepared only at a U.S. Embassy or Consulate overseas and only if the person who is the subject of the report is under 18 years of age when the application is made. A person residing abroad who is now 18 years of age or over, and whose claim to U.S. citizenship has never been documented, should contact the nearest U.S. Embassy or Consulate for assistance in registering as a U.S. citizen.

The Department began issuing a new consular Report of Birth on January 3, 2011. You may request multiple copies of this document at any time. As of December 31, 2010 the Certificate of Report of Birth Abroad (DS-1350) is no longer issued. All previously issued FS-240 and DS-1350 documents are still valid for proof of identity, citizenship and other legal purposes.

The Consular Report of Birth documents are issued only to the subject of the Consular Report of Birth, the subject's parents (if subject is under age 18) or legal guardian. Effective September 1, 2003 all requests must be notarized and include a copy of the requester's valid photo identification.

To request a replacement FS-240, write to:

Department of State  
Passport Vital Records Section  
44132 Mercure Cir.  
PO Box 1213  
Sterling, VA 20166-1213

Please include the following items:

1. The full name of the child at birth (and any adoptive name);
2. The date and place of birth;
3. The names of the parents;
4. The serial number of the FS-240 (if the FS-240 was issued after November 1, 1990);
5. Any available passport information;
6. The signature of the requestor and the requestor's relationship to the subject; If subject is 18 years of

- older, they must provide a written statement authorizing a third party to act on their behalf.
7. A check or money order for \$50.00 for the FS-240, made payable to the U.S.
  8. Department of State. Do Not Send Cash and

To obtain an amended Consular Report of Birth in a new name, send a written request and fees as noted above, the original (or replacement) Consular Report of Birth, or if not available, a notarized affidavit about its whereabouts. Also, send a certified copy of the court order or final adoption decree which identifies the child and shows the change of name with the request. If the name has been changed informally, submit public records and affidavits that show the change of name.

To obtain a Consular Report of Birth in a new name, send a written request and fees as noted above, the original (or replacement) Consular Report of Birth, or if not available, a notarized affidavit about its whereabouts. Also, send a certified copy of the court order or final adoption decree which identifies the child and shows the change of name with the request. If the name has been changed informally, submit public records and affidavits that show the change of name.

See Department of State link for more information regarding the above mentioned:

[http://travel.state.gov/law/family\\_issues/birth/birth\\_593.html](http://travel.state.gov/law/family_issues/birth/birth_593.html)

### **Birth records of alien children adopted by U.S. citizens**

Birth certifications for alien children adopted by U.S. citizens and lawfully admitted to the United States may be obtained from the Immigration and Naturalization Service (INS) if the birth information is on file. (Address can be found in a telephone directory.) To obtain the birth data, it is necessary to provide the Immigration Office with proof of adoption or legitimation.

### **Certificate of citizenship**

Persons who were born abroad and later naturalized as U.S. citizens or who were born in a foreign country to a U.S. citizen (parent or parents) may apply for a Certificate of Citizenship pursuant to the provisions of Section 341 of the Immigration and Nationality Act. Application can be made for this document in the United States at the nearest office of the Bureau of Citizenship and Immigration Services in the Department of Homeland Security. Upon approval, a Certification of Citizenship will be issued for the person if proof of citizenship is submitted and the person is within the United States. The decision whether to apply for a Certificate of Citizenship is optional; its possession is not mandatory because a valid U.S. passport or a Form FS-240 has the same evidentiary status.

### **Death and marriage records of U.S. citizens that occurred in a foreign country**

The death of a U.S. citizen in a foreign country may be reported to the nearest U.S. consular office. If reported, and a copy of the local death certificate and evidence of U.S. citizenship are presented, the consul prepares the official Report of the Death of an American Citizen Abroad' (Form OF-180). A copy of the Report of Death is then filed permanently in the U.S. Department of State (see exceptions below).

To obtain a copy of a report filed in 1975 or after, write to:

Department of State  
Passport Vital Records Section  
44132 Mercure Cir.  
PO Box 1213  
Sterling, VA 20166-1213

The fee for a copy is \$50.00 per document. Please submit a notarized request to include a picture ID. Fee may be subject to change.

See <http://travel.state.gov/content/passports/english/abroad/events-and-records/death/CRDA-copy.html> to Request a Copy of a Consular Report of Death Abroad (CRDA)

Reports of Death filed before 1975 are maintained by the National Archives and Records Service, Diplomatic Records Branch, Washington, DC 20408. Requests for such records should be sent directly to that office.

Reports of deaths of persons serving in the Armed Forces of the United States (Army, Navy, Marines, Air Force, or Coast Guard) or civilian employees of the Department of Defense are not maintained by the U.S. Department of State. In these cases, requests for copies of records should be sent to the National Personnel Records Center (Military Personnel Records), 9700 Page Ave., St. Louis, Missouri 63132-5100.

To obtain a copy of a Certificate of Witness to Marriage (FS-87) you may write to the address above, the fee is \$50.00 per document. As of November 9, 1989 a Consular Officer no longer serves as a witness to marriages performed abroad. Persons married abroad after 1989 may contact the embassy or consulate of the country where the marriage was performed for a certified copy. Foreign marriage documents are not maintained by the Department.

### **Records of birth and death occurring on vessels or aircraft on the high seas**

When a birth or death occurs on the high seas, whether in an aircraft or on a vessel, the record is usually filed at the next port of call.

1. If the vessel or aircraft docked or landed at a foreign port, requests for copies of the record may be made to the U.S. Department of State, Washington, DC 20036.
2. If the first port of entry was in the United States, write to the registration authority in the city where the vessel or aircraft docked or landed in the United States.
3. If the vessel was of U.S. registry, contact the local authorities at the port of entry and/or search the vessel logs at the U.S. Coast Guard Facility at the vessel's final port of call for that voyage.

### **Records maintained by foreign Countries**

Most, but not all, foreign countries record births and deaths. It is not possible to list in this publication all foreign vital records offices, the charges they make for copies of records, or the information they may require to locate a record. However, most foreign countries will provide certifications of births and deaths occurring within their boundaries.

Persons who need a copy of a foreign birth or death record should contact the Embassy or the nearest Consulate in the U.S. of the country in which the death occurred. Addresses and telephone numbers for these offices are listed in the U.S. Department of State Publication 7846, Foreign Consular Offices in the United States, which is available in many local libraries. Copies of this publication may also be purchased from the U.S. Government Printing Office, Washington, DC 20402.

If the Embassy or Consulate is unable to provide assistance, U.S. citizens may obtain assistance by writing to the Office of Overseas Citizens Services, U.S. Department of State, Washington, DC 20520-4818.

Aliens residing in the United States may be able to obtain assistance through the Embassy or Consulate of their country of nationality.

### **Records of birth, death, or marriage in the Panama Canal Zone for U.S. citizens and foreign nationals**

From 1904 until 1979, the Canal Zone Government registered all civil acts of birth, death, and marriage in the Canal Zone for U.S. citizens and foreign nationals. Since 1979, the Panama Canal Commission has

issued certified copies of these documents in response to requests from the public. On December 31, 1999, the Panama Canal Commission ceased to exist. On December 1, 1999, those records were transferred to Passport Services in the U.S. Department of State, which will provide the certification service just as it does for similar records issued by U.S. Embassies and Consulates abroad.

To request copies of Canal Zone Birth and Death Records, write to:  
Department of State  
Passport Vital Records Section  
44132 Mercure Cir.  
PO Box 1213  
Sterling, VA 20166-1213

To request copies of Canal Zone Marriage Records, write to:  
Civilian Records (NWCTC)  
Textual Archives Services Division  
8601 Adelphi Road  
National Archives  
College Park, MD 20740-6001

Please include the following items for birth, death, or marriage:

1. The full name of subject at the time of event;
2. Month, day and year of event;
3. Place of event (city and country);
4. Parents' names, date and place of birth, and nationality for birth record;
5. Any available U.S. passport information;
6. Signature of the requestor, parent or guardian, or legal representative;
7. Requestor address and telephone number;
8. A check or money order for \$50.00 for each copy made payable to U.S. Department of State. Remittance must be payable in U.S. dollars through a U.S. bank. Do not send cash.