

WHO CAN GET COPIES OF BIRTH CERTIFICATES
(REVISED VITAL STATISTICS CODE 16-5-1)
(EFFECTIVE JULY 3, 2006)

1. Registrant (Must be 18 years or older)
2. Immediate Family
 - a. Parents
 - b. Adult Children
 - c. Spouse
 - d. Brother/Sister
 - e. Mother/Father in Law
 - f. Son/Daughter in Law
 - g. Grandparents
 - h. Grandchildren
 - i. Step Mother/Father
 - j. Step Children
3. Legal Guardian (Must have copy of Guardianship papers)
4. Authorized representative
 - a. Power of Attorney (Must have proof)
5. Legal Representative
 - a. Attorney
 - b. Physician
 - c. Funeral Director
 - d. Insurance Company
 - e. Authorized Agency

All applicants must be at least 18 unless emancipated or unless they are parents and seek birth certificates for themselves or their children.

Birth certificates with no father listed MAY NOT be obtained by the person claiming to be the father or a member of his family until he is named as the father and his name is placed on the record.

If applicant wants someone else to pick up their certificate they must: 1. Fax written permission with copy of their photo ID and phone number, along with name of person picking up the certificate. Or 2. Send in a notarized request with copy of photo ID with name of who will be picking up certificate. IN BOTH CASES photo ID is required from person picking up certificate.

IDENTIFICATION REQUIRED FOR OBTAINING BIRTH CERTIFICATE
(In order of best acceptability)

PHOTO ID (MUST MATCH FACE ON CARD TO PERSON'S FACE)

1. An UNEXPIRED state issued driver's license.
2. US or foreign passport, visa, national identity cards issued by US government to foreign nationals.
3. An expired version of 1. or 2. listed above.
4. Employment photo ID issued by the federal or state or local government, including military or a photo ID card from a government sponsored program. (NO business ID's, NO student ID's).
5. Major credit card with a photo of the card holder.

NO PHOTO ID AVAILABLE

1. Major credit card (check name and signature on card against name and signature on application)
2. Motor vehicle registration card (check name and signature on card against name and signature on application)
3. State social services program card (check name and signature on card against name and signature on application).
4. Current utility bill or pay stub with name and current address. VITAL RECORD MUST BE MAILED TO THAT ADDRESS.
5. If person requesting certificate is accompanied by someone who does have acceptable PHOTO ID, a signature affidavit attesting to the person's identity can be accepted along with a copy of that photo ID.