

**AMENDMENT OF BIRTH RECORD
TO REFLECT COURT ORDER CHANGE**

INSTRUCTIONS

- 1) Complete *Section A* using information on the current record. Complete *Section B* using information on the court order.
- 2) The registrant will complete and sign *Section C*. If the registrant is under 18 years of age, the parent or legal guardian will sign. An attorney may sign if they represented the client in court or with written consent from the registrant, parent or legal guardian.
- 3) Return the form and fee to the Office of Vital Records and Statistics. If accepted for registration, it will be filed and become a permanent part of the original record.
- 4) The fee to complete this amendment is \$25 which includes a certified copy of the amended birth certificate. Additional copies requested at the same time are \$10 each.
- 5) If this application is incomplete and applicant does not respond to a written request for additional information within 90 days, the application will be denied and fees paid are non-refundable. A new application with required fees and documents must be submitted.

SECTION A

Complete all items as stated on current record.

Facts of birth as reported on current certificate	1a. First Name		1b. Middle Name		1c. Surname
	2. Sex	3. Date of Birth		4. Place of Birth (City & County)	
	5. Name of Parent 1 (Maiden name if applicable)			6. Name of Parent 2 (Maiden name if applicable)	

SECTION B

Complete all items to correct as stated on court order.

New name or changes as reflected on court order	7. Name of Court			8. Court Case Number		
	9. County		10. State		11. Date of Court Order	
	12. Item #	13. Corrected Information From Court Order				

SECTION C

To be completed by registrant, parent, legal guardian or attorney.

Certification of applicant	I hereby certify under penalty of perjury that the changes identified above were changed by court order. I understand that once this form is submitted and accepted it becomes part of the permanent record.					
	14. Signature			15. Date Signed		
	16. Printed Name			17. Relationship to Certificate Holder		
	18. Address (Street, City, State, Zip Code)					