



BIRTH CERTIFICATE APPLICATION

GENERAL INFORMATION

Birth Records are available from 1905 - present.
 Certificates may be ordered online at vitalrecords.utah.gov.
 Please read this application carefully. It is a criminal violation to make false statements on this application or to fraudulently obtain a vital records certificate.
 All fees paid are non-refundable. If required information is missing from this application, applicant will have 90 days to provide missing information.

CHECKLIST

- This application is fully completed.
- My payment is ready. // **Mail Orders: Check or Money Order enclosed**
- My ID is ready. (See reverse for ID list) // **Mail: Copy of ID enclosed**

IDENTIFYING INFORMATION

FULL NAME FOR CERTIFICATE _____
 BIRTH DATE _____ BIRTH CITY AND COUNTY _____
 HOSPITAL OR PLACE OF BIRTH _____
 PARENT 1 FULL NAME _____ BIRTH DATE _____
 PARENT 2 FULL NAME _____ BIRTH DATE _____

APPLICANT

Relationship to certificate holder: Self Parent Sibling Spouse Child Grandparent Grandchild
 Other (requires documentary proof of relationship or legal need) Specify: _____

PRINTED NAME _____ PHONE _____

ADDRESS _____

EMAIL ADDRESS _____

NUMBER OF CERTIFICATES _____ 1 Search (non-refundable) includes 1 certified copy _____ \$20 +
 _____ Additional certified copies (\$10 each) _____ =

TOTAL FEE _____

SIGNATURE _____ DATE _____

OFFICE USE ONLY

ID # _____ ID Exp _____ Request # _____
 Paid: Check Money Order Cash Credit Card Account Clerk Initials _____

ACCEPTABLE IDENTIFICATION LIST TO OBTAIN VITAL RECORDS
ID MUST BE CURRENT

Identification is **required** for all non-public Vital Records.

Mailed requests must include an enlarged and easily identifiable **photocopy** of your identification from the list below or your application will be returned.

If using a form of identification from the "Primary" column, one form of identification is required.

If using a form of identification from the "Secondary" column, two forms of identification are required.

Primary

(Need 1)

Government Issued Photo Drivers License
Government Issued Photo Identification
Government Issued Work Identification
Employment Card
U.S. Military Identification Card
Tribal Identification Card
Pilot License
Alien Registration Card
Permanent Resident Card
Temporary Resident Card
U.S. Passport
Foreign Passport
U.S. Certification of Naturalization
Certificate of U.S. Citizenship
U.S. Citizen Identification Card
Matricula Consular Card
Concealed Weapon Permit
Mexican Voter Registration Card
Jail/Prison Release Form (with picture)

Secondary

(Need 2)

Work Identification/Paycheck/W-2
School, University or College Identification Card
Voter Registration Card
Social Security Card
U.S. Military Separation/DD-214
Motor Vehicle Registration/Title
Marriage License (not issued by Utah State Vital Records)
Court Order or Court Documents
Jail/Prison Documents
Probation Documents
Property Tax Receipt
Veterans Universal Access Identification Card
Selective Service Card
Hunting/Fishing License
Insurance Card or Documents
Utility Bill
Business License
Professional License

We Cannot Accept:

- Novelty Identification Card
- Driving Privilege Card

If you cannot provide acceptable identification you may have a spouse, parent, grandparent, sibling, or adult child who can provide appropriate identification request the certificate. Proof of relationship may be required.