



State of Utah

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Utah Department of Health

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Office of Vital Records and Statistics

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Office Director

February 8, 2016

To Whom It May Concern:

RE: Court Ordered Paternity

We are providing this information in an effort to ensure that every Court Ordered Paternity submitted to the Office of Vital Records may be accepted.

The Office of Vital Records and Statistics requires the following in order to accept a court order to add or remove a father from a birth certificate:

- The court order **MUST** be certified with an embossed or colored seal. Vital Records will keep the certified court order.
- The court order **MUST** contain the child's full name as it currently is listed on the birth certificate.
- The court order **MUST** contain the child's full date of birth.
- The court order **MUST** state the mother's full maiden name.
- The court order **MUST** state the full name of the father being added or removed.
- The court order **MUST** specifically order the Office of Vital Records to add or remove the father from the birth certificate of the child in question.
- In cases where the child's name is also ordered to be changed, then the order **MUST** state the child's full new name.
- If the father is deceased before paternity has been established, the court must issue an order finding the man alleged or claimed to be the father is the parent of the child.

Additional information such as the father's birth date and father's state or country of birth are helpful to ensure an accurate record is issued.

These requirements are provided for in Utah Code Section 78B-15-622 and Administrative Rule 436-5-4.

Please let us know if you have any questions or concerns.

Sincerely

Carolyn Woodward
Court Order Specialist
(801) 538-6363

