Request for Certified Copies of
Birth, Marriage and Death Certificates

Certified copies of Birth, Marriage and/or Death Certificates are:
$15.00 for the first copy and $6.00 for any additional copies you get at the same time

BIRTH CERTIFICATES:

Full Name on Certificate

	First Name	Middle Name	Last name

Date of Birth:

Parents's Full Name:
    (name prior to first marriage)

	First Name	Middle Name	Last name

Parent's Full Name:
    (name prior to first marriage)

	First Name	Middle Name	Last name

MARRIAGE CERTIFICATES:

Full Name of Party A:
    (name prior to first marriage)

	First Name	Middle Name	Last name

Full Name of Party B:
    (name prior to first marriage)

	First Name	Middle Name	Last name

Date of Marriage:

DEATH CERTIFICATES:

Full name of Deceased:

	First Name	Middle Name	Last name

Date of Death:

Date of Birth:

Indicates your Relationship to the Person Whose Certificate is Requested:

☐ Self   ☐ Parent   ☐ Funeral Director

☐ Spouse   ☐ Guardian   ☐ Attorney of person on record

☐ Registered Domestic
Partner   ☐ Descendant   ☐ Genealogist I.D.# _____

☐ None of the above (short form will be issued for Death Certificates only)

By signing, I swear/affirm that the information above is true and correct.

Signature	Printed Name	Date

Address

□ DAVE Issued   □ Manually Issued

Safety Paper Numbers _____ to _____

ORG	OBJ	Description	Fees Charged 1st copy/add'l per copy	$$$	Total Number of Certificates	Total Cash
940	43040	Town Birth Cert.	$13/$5.60			
010	29082	State Birth Cert.	$2/$.40			
940	43042	Town Death Cert.	$13/$5.60			
010	29084	State Death Cert.	$2/$.40			
940	43044	Town Marriage Cert.	$13/$5.60			
010	29086	State Marriage Cert.	$2/$.40			
940	45030	Town Marriage Lic.	$36			
010	29088	State Marriage Lic.	$4			
940	43035	Town Burial Permit	$14			
010	29089	State Burial Permit	$11			

Proof of Identity of Applicant:

Applicant must provide one of these:

□ Driver's License   □ Passport

□ Government Issued picture I.D.

OR two of these:

□ Utility bill   □ Bank statements

□ Vehicle registration   □ Income tax return

□ Personal check with address   □ Previously issued vital record

□ Social Security card   □ DD214

□ Hospital; birth worksheet   □ Lease/rental agreement

□ Pay stub   □ W-2

□ Voter registration card   □ Disability award from SSA

□ Department of Corrections I.D. card

□ Letter from government agency requesting record (DHHS, WIC)

□ Other _____

Establishing eligibility to acquire record:

- Related applicant must provide proof of lineage
- Domestic Partners must provide proof of registration of domestic partnership
- Attorneys must provide a signed, notarizes release from family
- Genealogist must provide State-issued card