



Application for **BIRTH CERTIFICATE** Issuance **REQUEST**

Birth Certificate Cost: **\$20.00** each (CASH, MONEY ORDER, & ALL MAJOR CREDIT CARDS).

If requesting by mail, include cash or money order only.

Please enclose a self-addressed stamped envelope.

No personal checks accepted.

WARNING: False Application, altering, mutilating or counterfeiting Indiana birth certificates is a criminal offense under IC 16-37-1-12.

Identification and proof of relation is required according to IC 16-37-1-7 (See backside for acceptable documentation).

<u>Full Name at Birth (including middle)</u>	<u>Date of Birth</u>	<u>Place of Birth (City)</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Could this record be listed under a different name? If yes, please give name.

Full name of father and birthplace: _____

City, State, and/or Country

Full name of mother with maiden name and birthplace: _____

City, State, and/or Country

Relationship to the individual named on the requested certificate: _____

Number of certificates requested: _____

(Signature of Applicant)

(Print Applicant's Name)

Mailing Address (complete): _____

Daytime Telephone Number: _____

Requirements for birth & death certificates

<p>ID required To Get a Certificate:</p> <p>One valid Primary Document Or Two Secondary Documents</p>	<p>Whose Eligible to Obtain a Birth Certificate:</p> <p>***SEE BACKSIDE FOR RELATIONSHIP REQUIREMENTS***</p>	<p>Amish ID Requirement to purchase a Certificate</p> <p>***Must Provide 2 Items***</p>
<p>One form of Primary Documentation All documents MUST be current and VALID</p> <ul style="list-style-type: none"> Government Issued Driver's License/State I.D. (Address listed must match shipping address) Military I.D. Valid Passport Department of Correction I.D. (Issued within past 6 months) School I.D. (must be currently enrolled) Work I.D. (must be currently employed) Veterans I.D. (Green) Mexico Consular I.D. <p>If you do not have a primary documentation, Two forms of Secondary Documentation are required</p> <ul style="list-style-type: none"> Verification of Employment on letter head including date of employment, employee's address and managers name and signature Voter Registration with signature Current Vehicle Registration with signature (no titles) Previous year's tax return (1040) with signature and social security number Probation documents or statement from Probation Officer on letterhead, including person's name and date of birth Signed Mortgage or Home Rental agreements Signed Social Security card Military Discharge (DD-214) Indiana only Gun permit with signature Indiana only Professional License 	<ul style="list-style-type: none"> The individual named on record; 18 yrs or older Parents of individual named on certificate (must be listed on record) Grandparents (must be parent of a parent listed on the record & show proof of relationship) Sibling, 18 yrs or older of individual named on certificate (must show proof of relationship) Child or Grandchild, 18 yrs or older of individual named on certificate (must show proof of relationship) Current Spouse of individual named on certificate (must show proof of marriage) Aunt or Uncle of individual named on certificate (must show proof of relationship) Genealogy (must be over 75 years old and deceased) **Must show proof of death** Court Appointed Legal Guardian (must have I.D. and provide guardianship papers with seal) Attorney representing person named on record (must have I.D. for self with direct interest spelled out on letter head or court documents) State and Federal Agencies (must have work I.D. with direct interest spelled out on letter head, court documents or signed authorization from client) Social Agency (must have work I.D. with court documents or signed authorization from client) Step-parent (must have I.D. with valid marriage certificate) 	<ul style="list-style-type: none"> Non-Photo I.D. Baptismal Certificate Marriage Certificate Social Security Card School Records <p>Whose Eligible to Obtain a Death Certificate:</p> <p>Must provide I.D. and possible proof of direct interest</p> <ul style="list-style-type: none"> Parents Spouse Adult Children Grandparents Siblings Aunts/Uncles Adult Niece/Nephew Funeral Home/Director (Must have handle the body) Genealogy (Must be over 75 years old) Legal Interest (Must show proof)

Documentation to verify relationship to individual is needed for birth certificate orders (Per 410 IAC 18-3-1)

Acceptable Documentation

I would like to obtain a copy of:

- **My own- Primary Documentation** Only
- **My child's- Primary Documentation** Only
- **My mother/father- Primary Documentation** along with a copy of your birth certificate
- **My grandchild's- Primary Documentation** along w/ Mother or Father's Birth certificate naming Grandparent
- **My brother/sister- Primary Documentation** along w/birth certificate naming same parent(s)
- **My nephew/niece's- Primary Documentation** along w/ birth certificate of parent and self
- **My spouse- Primary Documentation** along w/ valid marriage license or certificate
- **My grandparent's- Primary Documentation** along w/ birth certificate of self and parent
- **Genealogy- Primary Documentation** along w/ proof of death