

**WHERE TO WRITE FOR VITAL RECORDS  
(UPDATED 03/26/04)**

**National Center for Health Statistics**

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# Introduction

As part of its mission to provide access to data and information relating to the health of the Nation, the National Center for Health Statistics produces a number of publications containing reference and statistical materials. The purpose of this publication is solely to provide information about individual vital records maintained only on file in State or local vital statistics offices.

An official certificate of every birth, death, marriage, and divorce should be on file in the locality where the event occurred. The Federal Government does not maintain files or indexes of these records. These records are filed permanently either in a State vital statistics office or in a city, county, or other local office.

To obtain a certified copy of any of the certificates, write or go to the vital statistics office in the State or area where the event occurred. Addresses and fees are given for each event in the State or area concerned.

To ensure that you receive an accurate record for your request and that your request is filled expeditiously, please follow the steps outlined below for the information in which you are interested:

- ! Write to the appropriate office to have your request filled.
- ! Under the appropriate office, information has been included for birth and death records concerning whether the State will accept checks or money orders and to whom they should be made payable. This same information would apply when marriage and divorce records are available from the State office. However, it is impossible for us to list fees and addresses for all county offices where marriage and divorce records may be obtained.
- ! For all certified copies requested, make check or money order payable for the correct amount for the number of copies you want to obtain. Cash is not recommended because the office cannot refund cash lost in transit.

- ! Because all fees are subject to change, a telephone number has been included in the information for each State for use in verifying the current fee.
- ! States have provided their home page address for obtaining current information.
- ! Type or print all names and addresses in the letter.
- ! Give the following facts when writing for birth or death records:
  1. Full name of person whose record is being requested.
  2. Sex.
  3. Parents' names, including maiden name of mother.
  4. Month, day, and year of birth or death.
  5. Place of birth or death (city or town, county, and State; and name of hospital, if known).
  6. Purpose for which copy is needed.
  7. Relationship to person whose record is being requested.
- ! Give the following facts when writing for marriage records:
  1. Full names of bride and groom.
  2. Month, day, and year of marriage.
  3. Place of marriage (city or town, county, and State).
  4. Purpose for which copy is needed.
  5. Relationship to persons whose record is being requested.
- ! Give the following facts when writing for divorce records:
  1. Full names of husband and wife.
  2. Date of divorce or annulment.
  3. Place of divorce or annulment.
  4. Type of final decree.
  5. Purpose for which copy is needed.
  6. Relationship to persons whose record is being requested.

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
<b>Alabama</b>			
<b>Birth or Death</b>	<b>\$12.00</b>	<b>Alabama Vital Records State Department of Public Health P.O. Box 5625 Montgomery, AL 36103-5625</b>	<b>State office has records since January 1908. Additional copies ordered at the same time are \$4.00 each. Fee for special searches is \$10.00 per hour.</b>  <b>Personal check or money order should be made payable to Vital Records. To verify current fees, the telephone number is (334) 206-5418. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://ph.state.al.us/chs/VitalRecords/VRECORDS.HTML">http://ph.state.al.us/chs/VitalRecords/VRECORDS.HTML</a>.</b>
<b>Marriage</b>	<b>\$12.00</b> <b>Varies</b>	<b>Same as Birth or Death</b> <b>See remarks</b>	<b>State office has records since August 1936.</b> <b>Contact Probate Court in county where license was issued.</b>
<b>Divorce</b>	<b>\$12.00</b> <b>Varies</b>	<b>Same as Birth or Death</b> <b>See remarks</b>	<b>State office has records since January 1950.</b> <b>Contact Clerk of Circuit Court in county where divorce was granted.</b>
<b>Alaska</b>			
<b>Birth or Death</b>	<b>\$15.00</b>	<b>Bureau of Vital Statistics Department of Health and Social Services 5441 Commercial Boulevard Juneau, AK 99801</b>	<b>State office has records since January 1913. Personal check or money order should be made payable to Bureau of Vital Statistics. To verify current fees, the telephone number is (907) 465-3391. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.hss.state.ak.us/dph/bvs/">http://www.hss.state.ak.us/dph/bvs/</a>.</b>  <b>ALL REQUESTS MUST INCLUDE A COPY OF PICTURE ID OF THE APPLICANT. Enlarge the copy and lighten it as much as possible to be sure that it is clear and readable when sent to the Bureau. Signature under the copied ID is also required.</b>
<b>Commemorative Birth</b>	<b>\$40.00</b>	<b>Same as Birth or Death</b>	<b>Two different commemorative Birth certificates by Alaskan artists are available. Friends and relatives may order gift certificates for persons entitled to order the record. The commemorative certificates as well as instructions and order forms may be viewed via the Internet at <a href="http://www.hss.state.ak.us/dph/bvs/">http://www.hss.state.ak.us/dph/bvs/</a>.</b>

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
Marriage	\$15.00	Same as Birth or Death	State office has records since 1953.
Commemorative Marriage	\$50.00	Same as Birth or Death	Three different commemorative Marriage certificates are available. Friends and relatives may order gift certificates for persons entitled to order the record. The commemorative certificates as well as instructions and order forms may be viewed via the Internet at <a href="http://www.hss.state.ak.us/dph/bvs/">http://www.hss.state.ak.us/dph/bvs/</a> .
Divorce	\$15.00 Varies	Same as Birth or Death See remarks	State office has records since 1950. Clerk of Superior Court in judicial district where divorce was granted. Juneau and Ketchikan (First District), Nome (Second District), Anchorage (Third District), Fairbanks (Fourth District).
<b>American Samoa</b>			
Birth or Death	\$7.00	Registrar of Vital Statistics Vital Statistics Section Government of American Samoa Pago Pago, AS 96799	Registrar has records since 1900. Money order should be made payable to ASG Treasurer. Personal checks are not accepted. To verify current fees, the telephone number is (684) 633-1222, ext. 214.  Personal identification required before record will be sent.
Marriage	\$2.00	Same as Birth or Death	
Divorce	\$1.00	High Court of American Samoa Tutuila, AS 96799	
<b>Arizona</b>			
Birth (long form)	\$15.00	Office of Vital Records	State office has records since July 1909 and abstracts of records filed in counties before then.
Birth (short form)	\$10.00	Arizona Department of Health Services P.O. Box 3887	
Death	\$10.00	Phoenix, AZ 85030-3887	Birth certificates prior to 1990 cost \$15.00 and 1990 to the present cost \$10.00 (certified computer copies).  Personal check or money order should be made payable to Office of Vital Records. To verify current fees, the telephone number is (602) 364-1300. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			<a href="http://www.hs.state.az.us">http://www.hs.state.az.us</a>
Marriage	Varies	See remarks	Applicants must submit a copy of picture identification or have their request notarized. Clerk of Superior Court in county where license was issued.
Divorce	Varies	See remarks	Clerk of Superior Court in county where divorce was granted.
<b>Arkansas</b>			
Birth	\$12.00	Division of Vital Records Arkansas Department of Health Slot #44 4815 West Markham Street Little Rock, AR 72205-3867	State office has records since February 1914 and some original Little Rock and Fort Smith records from 1881. Additional copies of the same birth record requested at the same time are \$10.00 each. Additional copies of the same death record requested at the same time are \$8.00 each.
Death	\$10.00		
Marriage	\$8.00	Same as Birth or Death	Personal check or money order should be made payable to Arkansas Department of Health. To verify current fees, the telephone number is (501) 661-2174. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.healthyarkansas.com">http://www.healthyarkansas.com</a> . Coupons since 1917.
	Varies	See remarks	Full certified copy may be obtained from County Clerk in county where license was issued.
Divorce	\$8.00	Same as Birth or Death	Coupons since 1923.
	Varies	See remarks	Full certified copy may be obtained from Circuit or Chancery Clerk in county where divorce was granted.
<b>California</b>			
Birth	\$15.00	Office of Vital Records Department of Health Services MS: 5103 P.O. Box 997410 Sacramento, CA 95899-7410	State office has records since July 1905. For earlier records, write to County Recorder in county where event occurred.  Personal check or money order should be made payable to Office of Vital Records. To verify current fees, the telephone number is (916) 445-2684. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhs.ca.gov/hisp/chs/ovr/ordercert.htm">http://www.dhs.ca.gov/hisp/chs/ovr/ordercert.htm</a>
Death	\$13.00		
Fetal Death	\$ 9.00		
<b>BIRTH AND DEATH RECORDS:</b> In order to obtain a Certified Copy after			

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			<p>July 1, 2003, you <b>MUST</b> complete the sworn statement included with the certificate application form and sign the statement under penalty of perjury. If you mail your request, your sworn statement must be notarized. If your mailed request indicates that you want a Certified Copy but does not include a notarized statement sworn under penalty of perjury, the request will be rejected as incomplete and returned to you without being processed.</p>
Marriage	\$13.00	Same as Birth or Death	State office has records since July 1905. For earlier records, write to County Recorder in county where event occurred.
Divorce	\$13.00	Same as Birth or Death	<p>Fee is for search and identification of county where certified copy can be obtained (years 1962 thru June 1984 only). For all other years or for a copy of the decree, write to Superior Court in county where event occurred. Certified copies of decrees are not available from State Health Department.</p>
	Varies	See remarks	Clerk of Superior Court in county where divorce was granted.
<b>Canal Zone</b> (Effective December 1, 1999)			
Birth or Death	\$30.00	Vital Records Section Passport Services U.S. Department of State 1111 19th Street NW Suite 510 Washington, DC 20522-1705	<p>Records available from May 1904 to September 1979. Additional copies of the same record requested at the same time are \$20.00 each.</p> <p>Personal check or money order must be signed, dated and made payable to U.S. Department of State. Remittance must be payable in U.S. dollars through a U.S. Bank. No credit cards or cash accepted. Telephone or facsimile requests are not accepted. To verify current fees, the telephone number is (202) 955-0307.</p> <p>A signed and notarized written request must be submitted along with a copy of the requester's valid photo identification.</p>
Marriage	\$30.00	Same as Birth or Death	Records available from May 1904 to September 1979.
<b>Colorado</b>			
Birth or Death	\$15.00	Vital Records Section CO Department of Public Health and Environment 4300 Cherry Creek Drive	State office has death records since 1900 and birth records since 1910. State office also has birth records for some counties for years before 1910. Additional copies of the same record

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
		South HSVRD-VS-A1 Denver, CO 80246-1530	<p>ordered at the same time are \$6.00. Pocket size birth cards are available for birth years 1910 to present and contain name, sex, date, place of birth, state file number, date filed, and date issued.</p> <p>Personal check or money order should be made payable to Vital Records Section. To verify current fees, the telephone number is (303) 692-2200. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.cdphe.state.co.us/hs/certs.asp">http://www.cdphe.state.co.us/hs/certs.asp</a>.</p> <p>Effective July 1, 2003, all requests must be accompanied by a copy of the requestor's identification before processing. Please return your request with a copy of your driver's license, state ID or passport.</p>
Marriage	See remarks	Same as Birth or Death	<p>Certified copies are not available from State Health Department. Statewide index of records for 1900-1939 are available at Colorado State Archives and Denver Public Library, and 1975 to present are available at <a href="http://www.cdphe.state.co.us/hs/certs.asp">http://www.cdphe.state.co.us/hs/certs.asp</a>. Fee for verification is \$15.00.</p>
	Varies	See remarks	<p>Copies available from County Clerk in county where license was issued.</p>
Divorce	See remarks	Same as Birth or Death	<p>Certified copies are not available from State Health Department. Statewide index of records for 1900-1939 are available at Colorado State Archives and Denver Public Library, and 1975 to present are available at <a href="http://www.cdphe.state.co.us/hs/certs.asp">http://www.cdphe.state.co.us/hs/certs.asp</a> and 1968 to 1995. Fee for verification is \$15.00.</p>
	Varies	See remarks	<p>Copies available from Clerk of District Court in county where divorce was granted.</p>
<b>Connecticut</b>			
Birth or Death	\$5.00	See remarks	<p>Certified copies are not available from State Office. Request must be submitted to town or city where event occurred.</p>

**PLEASE NOTE: A photocopy of picture identification must be submitted with any**

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			request for a birth certificate.
			A money order should be made payable to the proper town or city where the event occurred. For additional information, please contact a DPH Customer Service Representative at 800-509-7897.
Marriage	\$5.00	See remarks	Same as above.
Divorce		See remarks	Applicant must contact Clerk of Superior Court where divorce was granted. State office does not have divorce decrees and cannot issue certified copies.

### **Delaware**

Birth or Death	\$10.00	Office of Vital Statistics Division of Public Health P.O. Box 637 Dover, DE 19903	State office has death records since 1963 and birth records since 1931. For previous years, write to Archives Hall of Records, Dover, DE 302-744-5000.  A photo identification is REQUIRED for all transactions. If submitting by mail, a copy of ID IS REQUIRED.  Personal check or money order should be made payable to Office of Vital Statistics. To verify current fees, the telephone number is (302) 744-4549.
Marriage	\$10.00	Same as Birth or Death	Records since 1963.
Divorce	\$10.00	Same as Birth or Death	Records since 1935. Inquiries will be forwarded to appropriate office. Certified copies are not available from the Office of Vital Statistics.
		See remarks	Prothonotary in county where divorce was granted up to 1975. For divorces granted after 1975 the parties concerned should contact Family Court in county where divorce was granted.

### **District of Columbia**

Birth (short form)	\$18.00	Vital Records Division 825 North Capitol Street NE 1st Floor	Office has birth and death records since August 1874.
Birth (long form)	\$23.00		
Death	\$18.00	Washington, DC 20002	Personal check or money order should be made payable to DC Treasurer. To verify current fees, the telephone number is (202) 442-9009. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dchealth.dc.gov">http://www.dchealth.dc.gov</a> .

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
Marriage	\$10.00	DC Superior Court 500 Indiana Avenue, NW Room 4485 Washington, DC 20001	Marriage information telephone number: 202-874-4840
Divorce	\$2.00	DC Superior Court 500 Indiana Avenue, NW Room 4335 Washington, DC 20001	Divorce information telephone number: 202-879-1261
<b>Florida</b>			
Birth	\$9.00	Office of Vital Statistics P.O. Box 210 1217 Pearl Street Jacksonville, FL 32231	State office has some birth records dating back to April 1865 and some death records dating back to August 1877. The majority of records date from January 1917. (If the exact date is unknown, the fee is \$9.00 (births) or \$5.00 (deaths) for the first year searched and \$2.00 for each additional year up to a maximum of \$50.00. Fee includes one certification of record if found or certified statement stating record not on file.) Additional copies are \$4.00 each when requested at the same time.
Death	\$5.00		
All letters or applications for birth or death records must include a copy of a PICTURE ID of the applicant and the signature and relationship <b>MUST BE NOTARIZED.</b>			
Personal check or money order should be made payable to Office of Vital Statistics. To verify current fees, the telephone number is (904) 359-6900. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.doh.state.fl.us">http://www.doh.state.fl.us</a> .			
Marriage	\$5.00	Same as Birth or Death	Records since June 6, 1927. (If the exact date is unknown, the fee is \$5.00 for the first year searched and \$2.00 for each additional year up to a maximum of \$50.00. Fee includes one copy of record if found or certified statement stating record not on file.) Additional copies are \$4.00 each when requested at the same time.
Divorce	\$5.00	Same as Birth or Death	Records since June 6, 1927. If the exact date is unknown, the fee is \$5.00 for the first year searched and \$2.00 for each additional year up to a maximum of \$50.00. Fee includes one copy of record if found or certified statement stating record not on file.) Additional copies are \$4.00 each when requested at the same time.

## Georgia

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
<b>Birth or Death</b>	<b>\$10.00</b>	<b>Vital Records 2600 Skyland Drive, NE Atlanta, GA 30319-3640</b>	<p>State office has records since January 1919. For earlier records in Atlanta or Savannah or other cities or counties, write to the Vital Records Office in county where event occurred. Additional copies of same record ordered at same time are \$5.00.</p> <p>Certified check or money order should be made payable to Vital Records. Personal checks are not accepted. To verify current fees, the telephone number is (404) 679-4701. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.ga.us/programs/vitalrecords">http://www.state.ga.us/programs/vitalrecords</a>.</p> <p>The requestor must provide a photocopy of a valid photo ID.</p>
<b>Marriage</b>	<b>\$10.00</b>	<b>Same as Birth or Death</b>	<p>Centralized State records since June 9, 1952. Certified copies of marriage documents up to 1996 are issued at State office. Inquiries about marriages occurring before June 9, 1952, will be forwarded to appropriate Probate Judge in county where license was issued.</p> <p>The state office does not record marriage license or applications after July 1, 1997.</p>
<b>Divorce</b>	<b>Varies</b>	<b>See remarks</b>	<b>Probate Judge in county where license issued.</b>
<b>Divorce</b>	<b>\$2.00 for certification plus \$0.50 per page</b>	<b>See remarks</b>	<p>Centralized State records since June 9, 1952. Certified copies are not issued at State office. Inquiries will be forwarded to appropriate Clerk of Superior Court in county where divorce was granted.</p> <p>Clerk of Superior Court in county where divorce was granted.</p>
<hr/>			
<b>Guam</b>			
<b>Birth or Death</b>	<b>\$5.00</b>	<b>Office of Vital Statistics Department of Public Health and Social Services Government of Guam P.O. Box 2816 Agana, GU, M.I. 96910</b>	<p>Office has records since October 16, 1901.</p> <p>Money order should be made payable to Treasurer of Guam. Personal checks are not accepted. To verify current fees, the telephone number is (671) 734-4589.</p>
<b>Marriage</b>	<b>\$5.00</b>	<b>Same as Birth or Death</b>	
<b>Divorce</b>	<b>Varies</b>	<b>Clerk, Superior Court of Guam Agana, GU, M.I. 96910</b>	
<b>Hawaii</b>			

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
<b>Birth or Death</b>	<b>\$10.00</b>	<b>State Department of Health Office of Health Status Monitoring Insurance/Vital Statistics Section P.O. Box 3378 Honolulu, HI 96801</b>	<b>State office has records since 1853. Additional copies ordered at the same time are \$4.00 each.</b>  <b>Cashier=s check, certified check, or money order should be made payable to State Department of Health. Personal checks are not accepted. To verify current fees, the telephone number is (808) 586-4533. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.hi.us/records/vital_records.html">http://www.state.hi.us/records/vital_records.html</a>.</b>
<b>Marriage</b>	<b>\$10.00</b>	<b>Same as Birth or Death</b>	
<b>Divorce</b>	<b>\$10.00</b>	<b>Same as Birth or Death</b>	<b>Records since July 1951.</b>
	<b>Varies</b>	<b>See remarks</b>	<b>Circuit Court in county where divorce was granted.</b>
<b>Idaho</b>			
<b>Birth</b>	<b>\$13.00</b>	<b>Vital Statistics 450 West State Street 1st Floor P.O. Box 83720 Boise, ID 83720-0036</b>	<b>State office has records since July 1911. For records from 1907 to 1911, write to County Recorder in county where event occurred.</b>
<b>Death</b>	<b>\$13.00</b>		<b>Personal check or money order should be made payable to Vital Statistics. To verify current fees, the telephone number is (208) 334-5988. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.id.us/dhw">http://www.state.id.us/dhw</a>.</b>  <b>Applicants must provide a copy of their drivers license or other state picture identification. If this is not available, the applicant must provide a copy of two other forms of identification with a signature.</b>
<b>Marriage</b>	<b>\$13.00</b>	<b>Same as Birth or Death</b>	<b>Records since May 1947. Earlier records are with County Recorder in county where license was issued.</b>
	<b>Varies</b>	<b>See remarks</b>	<b>County Recorder in county where license was issued.</b>
<b>Divorce</b>	<b>\$13.00</b>	<b>Same as Birth or Death</b>	<b>Records since May 1947. Earlier records are with County Recorder in county where divorce was granted.</b>
	<b>Varies</b>	<b>See remarks</b>	<b>County records in county where divorce was</b>

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			granted.
<b>Illinois</b>			
<b>Birth</b>	\$15.00 certified copy \$10.00 certifi- cation	Division of Vital Records Illinois Department of Public Health 605 West Jefferson Street Springfield, IL 62702-5097	State office has records since January 1916. For earlier records and for copies of State records since January 1916, write to County Clerk in county where event occurred (county fees vary). The fee for a search of the State files is \$10.00. If the record is found, one certification is issued at no additional charge. Additional certifications of the same record ordered at the same time are \$2.00 each. The fee for a full certified copy is \$15.00. Additional certified copies of the same record ordered at the same time are \$2.00 each.
<b>Death</b>	\$17.00 certified copy \$10.00 certifi- cation		Personal check or money orders should be made payable to Illinois Department of Public Health. To verify current fees, the telephone number is (217) 782-6553. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.idph.state.il.us">http://www.idph.state.il.us</a> .
<b>Marriage</b>	\$5.00	Same as Birth or Death	Marriage Index since January 1962. Selected items may be verified (fee \$5.00). Certified copies are NOT available from State office.  For certified copies, write to the County Clerk in county where license was issued.
<b>Divorce</b>	\$5.00	Same as Birth or Death	Divorce Index since January 1962. Selected items may be verified (fee \$5.00). Certified copies are NOT available from State office.  For certified copies, write to the Clerk of Circuit Court in county where divorce was granted.
<b>Indiana</b>			
<b>Birth</b>	\$10.00	Vital Records Department	State office has birth and death records since October 1907. Additional copies of the same birth or death record ordered at the same time are \$4.00 each. For earlier records, write to Health Officer in city or county where event occurred.
<b>Death</b>	\$8.00	State Department of Health 2 North Meridian Street Indianapolis, IN 46204	Personal check or money order should be made payable to Indiana State Department of Health. To verify current fees, the telephone number is (317) 233-2700. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.in.gov/isdh/index.htm">http://www.in.gov/isdh/index.htm</a> .

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			Applicant must provide a photocopy of a valid identification along with the application.
Marriage	See remarks	Same as Birth or Death	Marriage index since 1958, for some counties. Certified copies are not available from State Health Department or State Library but must be obtained from county where event occurred..
	Varies	See remarks	Clerk of Circuit Court or Clerk of Superior Court in county where license was issued.
Divorce	Varies	See remarks	County Clerk in county where divorce was granted.

### **Iowa**

Birth or Death	\$10.00	Iowa Department of Public Health Bureau of Vital Records Lucas Office Building 1 <sup>st</sup> Floor 321 East 12th Street Des Moines, IA 50319-0075	State office has records since July 1880.  Personal check or money order should be made payable to Iowa Department of Public Health. Enclose a stamped self-addressed envelope. To verify current fees, the telephone number is (515) 281-4944. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.idph.state.ia.us/">http://www.idph.state.ia.us/</a> .
			Applicants must provide a photo identification when applying in person.
Marriage	\$10.00	Same as Birth or Death	State office has records since July 1880.
Divorce	See remarks	Same as Birth or Death	Brief statistical record only since 1906. Inquiries will be forwarded to appropriate office. Certified copies are not available from State Health Department.
	\$10.00	See remarks	Clerk of District Court in county where divorce was granted.

### **Kansas**

Birth	\$12.00	Office of Vital Statistics Curtis State Office Building 1000 SW Jackson Street Suite 120 Topeka, Kansas 66612-2221	State office has records since July 1911. For earlier records, write to County Clerk in county where event occurred. Additional copies of the same birth record ordered at the same time are \$7.00 each and the same death record ordered at the same time is \$8.00.  Personal check or money order should be made payable to Vital Statistics. To verify current fees, the telephone number is (785) 296-1400. This will be a recorded message with the option to speak with a Customer Service Representative. Information on how to obtain
Death	\$13.00		

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			certified copies is also available via the Internet at <a href="http://www.kdhe.state.ks.us/vital/">http://www.kdhe.state.ks.us/vital/</a> .
			The applicant <b>MUST</b> include a copy of a photo ID and a handwritten signature with the request.
Marriage	\$12.00	Same as Birth or Death	State office has records since May 1913. Additional copies of the same record ordered at the same time are \$7.00 each.
	Varies	See remarks	Write to: District Judge in county where license was issued.
Divorce	\$12.00	Same as Birth or Death	State office has records since July 1951. Additional copies of the same record ordered at the same time are \$7.00 each.
	Varies	See remarks	Write to: Clerk of District Court in county where divorce was granted.

## Kentucky

Birth	\$10.00	Office of Vital Statistics Department for Health Services 275 East Main Street Frankfort, KY 40621-0001	State office has records since January 1911.
Death	\$6.00		Personal check or money order should be made payable to Kentucky State Treasurer. To verify current fees, the telephone number is (502) 564-4212. Information on how to obtain certified copies is also available via the Internet at <a href="http://publichealth.state.ky.us/vital.htm">http://publichealth.state.ky.us/vital.htm</a> .
Marriage	\$6.00	Same as Birth or Death	Records since June 1958.
	Varies	See remarks	Clerk of County Court in county where license was issued.
Divorce	\$6.00	Same as Birth or Death	Records since June 1958.
	Varies	See remarks	Clerk of Circuit Court in county where decree was issued.

## Louisiana

Birth (long form)	\$15.00	Vital Records Registry Office of Public Health 325 Loyola Avenue New Orleans, LA 70112	State office has records since July 1914. Birth records for City of New Orleans are available from 1892. Death records are available since 1942. Older birth, death, and marriage records are available through the Louisiana State Archives, P.O. Box 94125, Baton Rouge, LA
Birth (short form)	\$9.00		
Birth (short form)	\$7.00		
Death			

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			70804.
			Personal check or money order should be made payable to Vital Records. To verify current fees, the telephone number is (504) 568-5152. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhh.state.la.us">http://www.dhh.state.la.us</a> .
Marriage Orleans Parish Other Parishes	\$5.00 Varies	Same as Birth or Death See remarks	Certified copies are issued by Clerk of Court in parish where license was issued.
Divorce	Varies	See remarks	Clerk of Court in parish where divorce was granted.

### Maine

Birth or Death	Certified \$10.00 Uncertified \$6.00	Vital Records Maine Department of Human Services 221 State Street 11 State House Station Augusta, ME 04333-0011	State office has records since 1923. Records for 1892-1922 are available at the Maine State Archives (207) 287-5795. For earlier records, write to the municipality where the event occurred. Additional copies of same record ordered at same time are \$4.00 each.
			Personal check or money order should be made payable to Treasurer, State of Maine. To verify current fees, the telephone number is (207) 287-3181. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.me.us">http://www.state.me.us</a> .
Marriage	\$10.00	Same as Birth or Death	Same as Birth or Death.
Divorce	\$10.00	Same as Birth or Death	Same as Birth or Death.
Divorce	Varies	See remarks	Clerk of District Court in judicial division where divorce was granted.

### Maryland

Birth or Death	\$12.00	Division of Vital Records Department of Health and Mental Hygiene 6550 Reisterstown Road P.O. Box 68760 Baltimore, MD 21215-0020	State office has records since August 1898. Records for City of Baltimore are available from January 1875. Fee for Commemorative Birth Certificates are \$25.00.
			Will not do research for genealogical studies. Must apply to State of Maryland Archives, 350 Rowe Blvd., Annapolis, MD 21401, (410) 974-3914.
			Personal check or money order should be made payable to Division of Vital Records. To verify current fees, the telephone number is (410) 764-3038. This will be a recorded message.

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			Information on how to obtain certified copies is also available via the Internet at <a href="http://mdpublichealth.org/vsa">http://mdpublichealth.org/vsa</a> .
Marriage	\$12.00 Varies	Same as Birth or Death See remarks	Records since June 1951. Clerk of Circuit Court in county where license was issued or Clerk of Court of Common Pleas of Baltimore City (for licenses issued in City of Baltimore).
Divorce Verification only	No fee Varies	Same as Birth or Death See remarks	Records since January 1961. Certified copies are not available from State office. Some items may be verified. Clerk of Circuit Court in county where divorce was granted.
<b>Massachusetts</b>			
Birth or Death	\$18.00 (In person) \$28.00 (Mail request) \$3.00 (State Archives)	Registry of Vital Records and Statistics 150 Mount Vernon Street 1 <sup>st</sup> Floor Dorchester, MA 02125-3105	State office has records since 1911. For earlier records, write to The Massachusetts Archives at Columbia Point, 220 Morrissey Boulevard, Boston, MA 02125 (617) 727-2816.  Personal check or money order should be made payable to Commonwealth of Massachusetts. To verify current fees, the telephone number is (617) 740-2600. This will be a recorded message.  Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.ma.us/dph/bhsre/rvr/vrcopies.htm">http://www.state.ma.us/dph/bhsre/rvr/vrcopies.htm</a> .
Marriage	Same as Birth or Death	Same as Birth or Death	Records since 1906.
Divorce	See remarks	Same as Birth or Death	Index only since 1952. Inquirer will be directed where to send request. Certified copies are not available from State office.
Divorce	\$3.00	See remarks	Registrar of Probate Court in county where divorce was granted.
<b>Michigan</b>			
Birth or Death	\$15.00	Vital Records Request P.O. Box 30721 Lansing, MI 48909	State office has records of births and deaths that occurred and were filed with the state since 1867. Some of the records (especially pre-1906 births and pre-1897 deaths) were not filed with the state.

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			<p>Personal check or money order should be made payable to State of Michigan. Fees are \$15.00 for the search and first certified copy of any birth, death, marriage, divorce or Affidavit of Parentage. Exception is Senior Citizen (\$7.00) requesting their own birth record. Additional copies of any record are \$5.00 each. To verify current fees, the telephone number is (517) 335-8656. This will be a recorded message. To speak to a customer service representative, call (517) 335-8666. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.michigan.gov/mdch">http:// www.michigan.gov/mdch</a>.</p> <p>Copies of records may also be obtained from the County Clerk in county where event occurred. Fees vary from county to county. Records of Detroit births occurring since 1893 and deaths since 1897 may be obtained from the city of Detroit Health Department.</p>
Marriage	\$15.00	Same as Birth or Death	Records since 1867. Some marriages (especially pre-1926) were not filed with the state.
	Varies	See remarks	County Clerk in county where license was issued.
Divorce	\$15.00	Same as Birth or Death	Records since 1897. Some divorces (especially pre-1924) were not filed with the state.
	Varies	See remarks	County Clerk in county where divorce was granted.
<b>Minnesota</b>			
Birth	\$13.00	MN Department of Health Attention: Office of the State Registrar 717 Delaware Street, SE P.O. Box 9441 Minneapolis, MN 55440-9441	State office has birth records since January 1900 and death records since January 1908. Copies of earlier records may be obtained from Local Registrar in county where event occurred. Additional copies of the birth record when ordered at the same time are \$7.00 each. Additional copies of the death record when ordered at the same time are \$4.00 each.
Death	\$10.00		
			<p>Personal check or money order should be made payable to Minnesota Department of Health. To verify current fees, the telephone number is (612) 676-5120. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.state.mn.us">http://www.health.state.mn.us</a>.</p>
Marriage	See remarks	Same as Birth or Death	Statewide index since January 1958. Inquiries will be forwarded to appropriate office. Certified copies are not available from State

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
	\$8.00	See remarks	Department of Health. Local Registrar in county where license was issued. Additional copies of the marriage record when ordered at the same time are \$2.00 each.
Divorce	See remarks	Same as Birth or Death	Index since January 1970. Certified copies are not available from State office.
	\$10.00	See remarks	Local Registrar in county where divorce was granted.
<b>Mississippi</b>			
Birth (long form)	\$12.00	Mississippi Vital Records State Department of Health P.O. Box 1700 Jackson, MS 39215-1700	State office has records since November 1, 1912. Full copies of birth certificates obtained within 1 year after the event are \$7.00. Additional copies of same record ordered at same time are \$3.00 each for birth; \$2.00 each for death and marriage. For out-of-State requests only bank or postal money order or bank cashier's check are accepted and should be made payable to Mississippi State Department of Health. Personal checks are accepted only for in-State requests if drawn on a Mississippi bank.  To verify current fees, the telephone number is (601) 576-7981. A recorded message may be reached on (601) 576-7450. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.msdh.state.ms.us">http://www.msdh.state.ms.us</a> .
Birth (short form)	\$7.00		
Death	\$10.00		
Marriage	\$10.00	Same as Birth or Death	Statistical records only from January 1, 1926 to July 1, 1938, and since January 1942.
	\$3.00	See remarks	Circuit Clerk in county where license was issued.
Divorce	See remarks	Same as Birth or Death	Records since January 1926. Certified copies are not available from State office. Index search only available at \$6.00 for each 5-year increment. Book and page number for county record provided.
Divorce	Varies	See remarks	Chancery Clerk in county where divorce was granted.
<b>Missouri</b>			
Birth or Death	\$10.00	Missouri Department of Health and Senior Services Bureau of Vital Records 930 Wildwood P.O. Box 570 Jefferson City, MO 65102-0570	State office has records since January 1910. Certified copies of most Missouri birth and death records are also available from local county health department or the St. Louis City or Kansas City Health Departments. For details, please contact these offices directly. If event occurred in St. Louis (City), St. Louis

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			<p>County, or Kansas City before 1910, write to the City or County Health Department. Copies of these records are \$10.00 each.</p> <p>Personal check or money order should be made payable to Missouri Department of Health and Senior Services. To verify current fees on birth and death records, the telephone number is (573) 751-6400. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhss.state.mo.us/BirthAndDeathRecords/BirthAndDeathRecords.html">http://www.dhss.state.mo.us/BirthAndDeathRecords/BirthAndDeathRecords.html</a>.</p>
Marriage	Varies	See remarks	Recorder of Deeds in county where license was issued.
Divorce	Varies	See remarks	Clerk of Circuit Court in county where divorce was granted.
<b>Montana</b>			
Birth or Death	\$12.00	Office of Vital Statistics MT Dept of Public Health and Human Services 111 N Sanders, Rm. 209 P.O. Box 4210 Helena, MT 59604	<p>State office has records since late 1907. Additional copies of the same record requested at the same time are \$5.00.</p> <p>Photocopy of picture ID and signature required.</p> <p>Personal check or money order should be made payable to Montana Vital Records. To verify current fees, the telephone number is (406) 444-2685. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dphhs.state.mt.us">http://www.dphhs.state.mt.us</a>.</p>
Marriage	See remarks	Same as Birth or Death	Records since July 1943. Some items may be verified. Inquiries will be forwarded to appropriate office. Apply to county where license was issued if known. Certified copies are not available from State office.
	Varies	See remarks	Clerk of District Court in county where license was issued.
Divorce	See remarks	Same as Birth or Death	Records since July 1943 . Some items may be verified. Inquiries will be forwarded to appropriate office. Apply to court where divorce was granted if known. Certified copies are not available from State office.

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
	Varies	See remarks	Clerk of District Court in county where divorce was granted.
<b>Nebraska</b>			
Birth	\$8.00	Vital Records	State office has records since late 1904. If birth occurred before then, write the State office for information.
Death	\$7.00	Department of Health and Human Services 301 Centennial Mall South P.O. Box 95065 Lincoln, NE 68509-5065	Personal check or money order should be made payable to Vital Records. To verify current fees, the telephone number is (402) 471-2871. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.hhs.state.ne.us/ced/nevrinfo.htm">http://www.hhs.state.ne.us/ced/nevrinfo.htm</a> .  All request must include a photocopy of the requestor's identification.
Marriage	\$7.00	Same as Birth or Death	Records since January 1909.
	Varies	See remarks	County Court in county where license was issued.
Divorce	\$7.00	Same as Birth or Death	Records since January 1909.
	Varies	See remarks	Clerk of District Court in county where divorce was granted.
<b>Nevada</b>			
Birth	\$13.00	Office of Vital Records and Statistics	State office has records since July 1911. For earlier records, write to County Recorder in county where event occurred.
Death	\$10.00	Capitol Complex 505 East King Street Room 0102 Carson City, NV 89710-4749	Personal check or money order should be made payable to Office of Vital Records and Statistics. To verify current fees, the telephone number is (775) 684-4280. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://health2k.state.nv.us">http://health2k.state.nv.us</a>  The applicant MUST include a copy of a photo ID with the request.
Marriage	See remarks	Same as Birth or Death	Indexes since January 1968. Certified copies are not available from State Health Department. Inquiries will be forwarded to appropriate office.
	Varies	See remarks	County Recorder in county where license was issued.
Divorce	See	Same as Birth or Death	Indexes since January 1968. Certified copies

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
	remarks		are not available from State Health Department. Inquiries will be forwarded to appropriate office.
	Varies	See remarks	County Clerk in county where divorce was granted.
<b>New Hampshire</b>			
Birth or Death	\$12.00	Bureau of Vital Records 29 Hazen Drive Concord, NH 03301-6508	State office has records since 1883. Copies of records may be obtained from State office or from City or Town Clerk in place where event occurred. Additional copies ordered at the same time are \$8.00 each.  Personal check or money order should be made payable to Treasurer, State of New Hampshire. To verify current fees, the telephone number is (603) 271-4654. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhhs.state.nh.us">http://www.dhhs.state.nh.us</a> .
Marriage	\$12.00	Same as Birth or Death	Records since 1883.
	\$12.00	See remarks	Town Clerk in town where license was issued.
Divorce	\$12.00	Same as Birth or Death	Records since 1808.
	Varies	See remarks	Clerk of Superior Court in the county where divorce was granted.
<b>New Jersey</b>			
Birth or Death	\$4.00	NJ Vital Statistics Customer Service Unit P.O. Box 370 Trenton, NJ 08625-0370	State office has records since June 1, 1878. Additional copies of same record ordered at same time are \$2.00 each. If the exact date is unknown, the fee is an additional \$1.00 per year searched.  Personal check or money order should be made payable to State Registrar. To verify current fees, the telephone number is (609) 292-4087. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.nj.us/health/vital/vital.htm">http://www.state.nj.us/health/vital/vital.htm</a> .  All request must include a photocopy of the requestor's identification.
	\$10.00	New Jersey State Archives 225 West State Street P.O. Box 307 Trenton, NJ 08625-0307	The New Jersey State Archives searches vital records from May 1, 1848 to May 31, 1878 only.  Personal check or money order should be made

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			payable to New Jersey General Treasury. The general information telephone number is (609) 292-6260.
Marriage	\$4.00	Same as Birth or Death	If the exact date is unknown, the fee is an additional \$1.00 per year searched.
	\$10.00	New Jersey State Archives 225 West State Street P.O. Box 307 Trenton, NJ 08625-0307	The New Jersey State Archives searches vital records from May 1, 1848 to May 31, 1878 only.  Personal check or money order should be made payable to New Jersey General Treasury. The general information telephone number is (609) 292-6260.
Divorce	\$10.00	Clerk of the Superior Court Superior Court of NJ Public Information Center 171 Jersey Street P.O. Box 967 Trenton, NJ 08625-0967	The fee is for a certified Blue Seal copy. Make check payable to Clerk of the Superior Court.

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## New Mexico

Birth	\$10.00	NM Vital Records	State office has records since 1920 and delayed records since 1880.
Death	\$5.00	P.O. Box 26110 Santa Fe, NM 87502	Personal check or money order should be made payable to NM Vital Records. To verify current fees, the telephone number is (505) 827-2338. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.state.nm.us">http://www.health.state.nm.us</a> .
Marriage	Varies	See remarks	County Clerk in county where license was issued.
Divorce	Varies	See remarks	Clerk of Superior Court where divorce was granted.

## New York (except New York City)

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
<b>Birth or Death</b>	<b>\$30.00</b>	<b>Certification Unit Vital Records Section 2nd Floor 800 North Pearl Street Menands, NY 12204</b>	<p>State office has records since 1880. For records before 1914 in Albany, Buffalo, and Yonkers, or before 1880 in any other city, write to Registrar of Vital Statistics in city where event occurred. For the rest of the State, except New York City, write to State office.</p> <p>Personal check or money order should be made payable to New York State Department of Health. Payment of mail order copies submitted from foreign countries must be made by a check drawn on a United States bank or by international money order. To verify current fees, the telephone number is (518) 474-3075. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.state.ny.us">http://www.health.state.ny.us</a>.</p> <p>The applicant must provide a valid photo-ID.</p>
<b>Marriage</b>	<b>\$30.00</b> <b>\$10.00</b>	<b>Same as Birth or Death</b> <b>See remarks</b>	<p>Records from 1880 to present.</p> <p>For records from 1880B1907 and licenses issued in the cities of Albany, Buffalo, or Yonkers, apply to Albany: City Clerk, City Hall, Albany, NY 12207; Buffalo: City Clerk, City Hall, Buffalo, NY 14202; Yonkers: Registrar of Vital Statistics, Health Center Building, Yonkers, NY 10701.</p>
<b>Divorce</b>	<b>\$30.00</b> <b>Varies</b>	<b>Same as Birth or Death</b> <b>See remarks</b>	<p>Records since January 1963.</p> <p>County Clerk in county where divorce was granted.</p>
<b>New York City</b>			
<b>Birth or Death</b>	<b>\$15.00</b>	<b>Office of Vital Records NYC Department of Health and Mental Hygiene 125 Worth St., CN4, Rm. 133 New York, NY 10013</b>	<p>Office has birth records since 1910 and death records since 1949 for those occurring in the boroughs of Manhattan, Brooklyn, Bronx, Queens, and Staten Island. For birth records prior to 1910 and death records prior to 1949, write to Municipal Archives, Department of Records and Information Services, 31 Chambers Street, New York, NY 10007.</p> <p>There are strict identification requirements. A 24-hour automated telephone system is available that provides detailed information. The number is (212) 788-4520. Information on how to obtain certified copies and applications are available via the Internet at</p>

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			<a href="http://www.nyc.gov/health">http://www.nyc.gov/health</a> .
<b>Marriage</b>			
Bronx Borough	\$10.00	City Clerk's Office 1780 Grand Concourse Bronx, NY 10457	Records from 1847 to 1865. Archives Division, Department of Records and Information Services, 31 Chambers Street, New York, NY 10007, except Brooklyn records for this period, which are filed with County Clerk's Office, Kings County, Supreme Court Building, Brooklyn, NY 11201. Additional copies of same record ordered at same time are \$5.00 each. Records from 1866 to 1907. City Clerk's Office in borough where marriage was performed. Records from 1908 to May 12, 1943. New York City residents write to City Clerk's Office in the borough of bride's residence; nonresidents write to City Clerk's Office in borough where license was obtained. Records since May 13, 1943. Clerk's Office in borough where license was issued.
Brooklyn Borough	\$10.00	City Clerk's Office Municipal Building Brooklyn, NY 11201	
Manhattan Borough	\$10.00	City Clerk's Office Municipal Building New York, NY 10007	
Queens Borough	\$10.00	City Clerk's Office 120-55 Queens Boulevard Kew Gardens, NY 11424	
Staten Island Borough (no longer called Richmond)	\$10.00	City Clerk's Office Staten Island Borough Hall Staten Island, NY 10301	
<b>Divorce</b>			See New York State
<b>North Carolina</b>			
Birth or Death	\$15.00	NC Vital Records 1903 Mail Service Center Raleigh, NC 27699-1903	State office has birth records since October 1913 and death records since January 1, 1946. Death records from 1913 through 1945 are available from NC State Archives, 109 East Jones Street, Raleigh, NC 27601-2807
			Additional copies of the same record ordered at the same time are \$5.00 each.
			Personal check or money order should be made payable to NC Vital Records. To verify current fees, the telephone number is (919) 733-3526. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.schs.state.nc.us/SCHS/">http://www.schs.state.nc.us/SCHS/</a>
<b>Marriage</b>	\$15.00	Same as Birth or Death	Records since January 1962.
	\$15.00	See remarks	Register of Deeds in county where marriage was performed.
<b>Divorce</b>	\$15.00	Same as Birth or Death	Records since January 1958.
	Varies	See remarks	Clerk of Superior Court where divorce was granted.

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
<b>North Dakota</b>			
Birth	\$7.00	Division of Vital Records 600 East Boulevard Avenue Dept. 301 Bismarck, ND 58505-0200	State office has some records since July 1893. Years from 1894 to 1920 are incomplete. Additional copies of birth records are \$4.00 each and death records are \$2.00 each. Copies are generally processed in 5-7 working days after request is received.
Death	\$5.00		
Marriage	\$5.00	Same as Birth or Death	Records since July 1925. Requests for earlier records will be forwarded to appropriate office. Additional copies are \$2.00 each.
	Varies	See remarks	Clerk of District Court in county where license was issued.
Divorce	See remarks	Same as Birth or Death	Index of records since July 1949. Some items may be verified. Certified copies are not available from State Health Department. Inquiries will be forwarded to appropriate office.
	Varies	See remarks	Clerk of District Court in county where divorce was granted.

**Northern Mariana Islands**

Birth or Death	\$10.00	Commonwealth Recorder Superior Court P.O. Box 500307 Saipan, MP 96950	Office has records for birth and death since 1946 and records for marriage since 1954. Years from 1946 to 1950 are incomplete.
Marriage	\$10.00	Same as Birth or Death	Money order or Bank Cashiers Check should be made payable to Treasurer, CNMI. To verify current fees, the telephone number is (670) 236-9830 or fax (670) 236-9831.
Divorce	\$0.50 per page for Divorce Decree plus	Same as Birth or Death	Office has records for divorce since 1960.

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
	\$2.50 for certification		
<b>Ohio</b>			
Birth or Death	\$15.00	Vital Statistics Ohio Department of Health 246 North High Street 1st Floor Columbus, OH 43216	State office has birth records since December 20, 1908. For earlier birth and death records, write to the Probate Court in the county where the event occurred. The State Office has death records which occurred after December 31, 1945. Death records which occurred December 20, 1908–December 31, 1944, can be obtained from the Ohio Historical Society, Archives Library Division, 1982 Velma Avenue, Columbus, OH 43211-2497. A searchable index to records from 1913 to 1937 is also available via the Internet at <a href="http://www.ohiohistory.org">http://www.ohiohistory.org</a> .  Personal check or money order should be made payable to Treasury, State of Ohio. To verify current fees, the telephone number is (614) 466-2531. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.vitalrec.com/oh.html">http://www.vitalrec.com/oh.html</a> .
Marriage	See remarks	Same as Birth or Death	Records since September 1949. All items may be verified. Certified copies are not available from State Health Department. Inquiries will be referred to appropriate office.
	Varies	See remarks	Probate Judge in county where license was issued.
Divorce	See remarks	Same as Birth or Death	Records since September 1949. All items may be verified. Certified copies are not available from State Health Department. Inquiries will be forwarded to appropriate office.
	Varies	See remarks	Clerk of Court of Common Pleas in county where divorce was granted.
<b>Oklahoma</b>			
Birth	\$10.00	Vital Records Service State Department of Health	State office has records since October 1908.
Death	\$10.00	1000 Northeast 10th Street Oklahoma City, OK 73117	Personal check or money order should be made payable to Vital Records Service. To verify current fees, the telephone number is (405) 271-4040. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.state.ok.us/program/vital/brec/html">http://www.health.state.ok.us/program/vital/brec/html</a> .

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
Marriage	Varies	See remarks	Clerk of Court in county where license was issued.
Divorce	Varies	See remarks	Clerk of Court in county where divorce was granted.
<b>Oregon</b>			
Birth or Death	\$20.00	Oregon Vital Records P.O. Box 14050 Portland, OR 97293-0050	State office has records since July 1903. Some earlier records for the City of Portland since approximately 1880 are available from the Oregon State Archives, 1005 Broadway, NE, Salem, OR 97310.  Additional copies of the same record ordered at the same time are \$15.00 each.  Personal check or money order should be made payable to DHS/Vital Records. To verify current fees, the telephone number is (503) 731-4095. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.healthoregon.org/chs">http://www.healthoregon.org/chs</a> .
Heirloom Birth	\$45.00	Same as Birth or Death	Presentation style calligraphy certificate suitable for framing.
Marriage	\$15.00	Same as Birth or Death	Records since January 1906.
	Varies	See remarks	County Clerk in county where license was issued. County Clerks also have some records before 1906.
Divorce	\$15.00	Same as Birth or Death	Records since 1925.
	Varies	See remarks	County Circuit Court Clerk in county where divorce was granted. County Clerks also have some records before 1925.

## **Pennsylvania**

Birth	\$10.00	Division of Vital Records 101 South Mercer Street Room 401 P.O. Box 1528 New Castle, PA 16101	State office has records since January 1906.
Death	\$9.00		For earlier records, write to Register of Wills, Orphans Court, in county seat of county where event occurred. Persons born in Pittsburgh from 1870 to 1905 or in Allegheny City, now part of Pittsburgh, from 1882 to 1905 should write to Office of Biostatistics, Pittsburgh Health Department, City County Building, Pittsburgh, PA 15219. For events occurring in City of Philadelphia from 1860 to 1915, write to Philadelphia City Archives, 3101 Market

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			<p>Street, Philadelphia, PA 19104 (215) 685-9401. The fee is \$9.00 per copy.</p> <p>All requests <b>MUST</b> include the signature and photo ID of the individual requesting the record.</p> <p>Personal check or money order should be made payable to Vital Records. To verify current fees, the telephone number is (724) 656-3100. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dsf.health.state.pa.us">http://www.dsf.health.state.pa.us</a>.</p>
<b>Marriage</b>	<b>Varies</b>	<b>See remarks</b>	<b>Make application to the Marriage License Clerks, County Court House, in county where license was issued.</b>
<b>Divorce</b>	<b>Varies</b>	<b>See remarks</b>	<b>Make application to the Prothonotary, Court House, in county seat of county where divorce was granted.</b>
<b>Puerto Rico</b>			
<b>Birth or Death</b>	<b>\$5.00</b>	<b>Department of Health Demographic Registry P.O. Box 11854 Fernández Juncos Station San Juan, PR 00910</b>	<p>Central office has records since June 21, 1931. Copies of earlier records may be obtained by writing to local Registrar (Registrador Demografico) in municipality where event occurred. Additional copies ordered at the same time by the same person are \$4.00 each.</p> <p>Money order should be made payable to Secretary of the Treasury. Personal checks are not accepted. To verify current fees, the telephone number is (787) 767-9120.</p> <p>All applications must be accompanied by a photocopy of a recent, valid <b>IDENTIFICATION OF APPLICANT.</b></p>
<b>Marriage</b>	<b>\$5.00</b>	<b>Same as Birth or Death</b>	
<b>Divorce</b>	<b>\$2.00</b>	<b>Same as Birth or Death</b>	
		<b>See remarks</b>	<b>Superior Court where divorce was granted.</b>
<b>Rhode Island</b>			
<b>Birth or Death</b>	<b>\$15.00</b>	<b>Office of Vital Records Rhode Island Department of Health 3 Capitol Hill, Room 101</b>	<b>State office keeps birth and marriage records for 100 years and keeps death records for 50 years. For earlier records, write to the city/town clerk where the event occurred or to</b>

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
		Providence, RI 02908-5097	<p>the Rhode Island State Archives, 337 Westminster Street, Providence, RI 02903. Additional copies of the same record ordered at the same time are \$10.00 each.</p> <p>Personal check or money order should be made payable to Rhode Island General Treasurer. To verify current fees, the telephone number is (401) 222-2811. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.ri.gov/topics/vital.htm">http://www.health.ri.gov/topics/vital.htm</a>.</p>
Marriage	\$15.00	Same as Birth or Death	
Divorce	\$3.00	Clerk of Family Court 1 Dorrance Plaza Providence, RI 02903	
<b>South Carolina</b>			
Birth or Death	\$12.00	Office of Vital Records SC DHEC 2600 Bull Street Columbia, SC 29201	<p>State office has records since January 1915. City of Charleston births from 1877 and deaths from 1821 are on file at Charleston County Health Department. Ledger entries of Florence City births and deaths from 1895 to 1914 are on file at Florence County Health Department. Ledger entries of Newberry City births and deaths from the late 1800's are on file at Newberry County Health Department. These are the only early records obtainable. Additional copies of the same birth records ordered at the same time of certification are \$3.00.</p> <p>Personal check or money order should be made payable to Department of Health and Environmental Control. To verify current fees, the telephone number is (803) 898-3630. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.sc.us/scdah/vit.htm">http://www.state.sc.us/scdah/vit.htm</a>.</p>
Marriage	\$12.00	Same as Birth or Death	Records since July 1950.
	Varies	See remarks	Records prior to July 1950. Probate Judge in county where license was issued.
Divorce	\$12.00	Same as Birth or Death	Records since July 1962.
	Varies	See remarks	Records since April 1949. Clerk of Court in county where petition was filed.
<b>South Dakota</b>			
Birth or Death	\$10.00	Vital Records State Department of Health 600 East Capitol Avenue	<p>State office has records filed after July 1905.</p> <p>Personal check or money order should be made</p>

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
		Pierre, SD 57501-2536	payable to South Dakota Department of Health. To verify current fees, the telephone number is (605) 773-4961. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.sd.us/doh/vitalrec/vital.htm">http://www.state.sd.us/doh/vitalrec/vital.htm</a> .
Marriage	\$7.00	Same as Birth or Death	Records since July 1905. Marriages can also be obtained from the County Register of Deeds where the marriage occurred.
Divorce	\$7.00	Same as Birth or Death	Records since July 1905. Divorces can also be obtained from the Clerk of Courts in the county where the divorce was granted.
<b>Tennessee</b>			
Birth (long form)	\$12.00	Tennessee Vital Records	State office has birth records for entire State since January 1914, for Nashville since June 1881, for Knoxville since July 1881, and for Chattanooga since January 1882. Birth enumeration records by school district are available for July 1908 through June 1912. Birth records more than 100 years old are maintained by Tennessee Library and Archives, Archives Division, Nashville, Tennessee 37243-0312. Additional copies of the same birth, marriage, or divorce record, requested at the same time, are \$4.00 each.  Vital Records office keeps death records for 50 years; older records are maintained by Tennessee Library and Archives, Archives Division, Nashville, Tennessee 37243-0312.  Personal check or money order should be made payable to Tennessee Vital Records. To verify current fees, the telephone number is (615) 741-1763. Information on how to obtain certified copies is also available via the Internet at <a href="http://www2.state.tn.us/health/vr/index.htm">http://www2.state.tn.us/health/vr/index.htm</a> .
Birth (short form)	\$7.00	Central Services Building	
Death	\$7.00	421 5th Avenue, North Nashville, TN 37247	
Marriage	\$12.00	Same as Birth or Death	Vital Records Office keeps marriage records for 50 years. Older records are maintained by Tennessee Library and Archives, Archives Division, Nashville, TN 37243-0312.
	Varies	See remarks	County Clerk in county where license was issued.
Divorce	\$12.00	Same as Birth or Death	Vital Records Office keeps divorce records for 50 years. Older records are maintained by

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
	Varies	See remarks	Tennessee Library and Archives, Archives Division, Nashville, TN 37243-0312.  Clerk of Court in county where divorce was granted.

## Texas

Birth	11.00	Bureau of Vital Statistics	State office has birth and death records since 1903. Additional copies of the birth record ordered at same time are \$11.00 each.
Death	\$9.00	Texas Department of Health P.O. Box 12040 Austin, TX 78711-2040	Additional copies of the death record ordered at the same time are \$3.00 each.  Personal check or money order should be made payable to Bureau of Vital Statistics. To verify current fees, the telephone number is (512) 458-7111. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.tdh.state.tx.us/bvs">http://www.tdh.state.tx.us/bvs</a> .
Marriage	See remarks		Records since January 1966. Certified copies are not available from State office. Fee for search and verification of essential facts of marriage is \$9.00 each.
	Varies	See remarks	County Clerk in county where license was issued.
Divorce	See remarks		Records since January 1968. Certified copies are not available from State office. Fee for search and verification of essential facts of divorce is \$9.00 each.
	Varies	See remarks	Clerk of District Court in county where divorce was granted.

## Utah

Birth	\$15.00	Office of Vital Records and Statistics	State office has records since 1905.
Death	\$13.00	Utah Department of Health 288 North 1460 West P.O. Box 141012 Salt Lake City, UT 84114-1012	Identification is now required for the purchase of a Utah Birth Certificate. Mailed request must include an enlarged and easily identifiable photocopy of the back and front of your identification. If no proofs are enclosed, your application will be returned. For a list of acceptable identification see our website at <a href="http://www.health.utah.gov/vitalrecords">http://www.health.utah.gov/vitalrecords</a> . Additional copies, when requested at the same time, are \$8.00 each.

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
			<p>Personal check or money order should be made payable to Vital Records. To verify current fees, the telephone number is (801) 538-6105. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.health.utah.gov/vitalrecords">http://www.health.utah.gov/vitalrecords</a>.</p>
Marriage	\$9.00	Same as Birth or Death	State office has records since 1978. Only short form certified copies are available.
	Varies	See remarks	County Clerk in county where license was issued.
Divorce	\$9.00	Same as Birth or Death	State office has records since 1978. Only short form certified copies are available.
	Varies	See remarks	County Clerk in county where divorce was granted.

### Vermont

Birth or Death	\$7.00	VT Department of Health Vital Records Section P. O. Box 70 108 Cherry Street Burlington, VT 05402-0070	<p>State office has records for the latest 10 years.</p> <p>Personal check or money order should be made payable to Vermont Department of Health. To verify current fees, the telephone number is (802) 863-7275. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.state.vt.us/health/_hs/vitals/records/obtain.htm">http://www.state.vt.us/health/_hs/vitals/records/obtain.htm</a>.</p>
Birth, Death, Marriage or Divorce	\$9.50	General Services Center Reference and Research US Route 2C Middlesex Drawer 33 Montpelier, VT 05633-7601	Records prior to the latest 10 years. Check or money order should be made payable to General Services. To verify current fees, the telephone number is (802) 828-3286.
	\$7.00	See remarks	Town or City Clerk of town/city where birth or death occurred.
Marriage	\$7.00	Same as Birth or Death	State office has records for the latest 10 years.
	\$7.00	See remarks	Town or City Clerk in town/city where license was issued.
Divorce	\$7.00	Same as Birth or Death	State office has records for the latest 10 years.
	\$7.00	See remarks	Family court in county where divorce was granted.

### Virginia

<i>Place of event</i>	<i>Cost of copy</i>	<i>Address</i>	<i>Remarks</i>
<b>Birth or Death</b>	<b>\$10.00</b>	<b>Office of Vital Records P.O. Box 1000 Richmond, VA 23218-1000</b>	<b>State office has records from January 1853 to December 1896 and since June 14, 1912. Only the cities of Hampton, Newport News and Norfolk have records between 1896 and June 14, 1912.</b>  <b>Personal check or money order should be made payable to State Health Department. To verify current fees, the telephone number is (804) 662-6200. This is a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.vdh.state.va.us">http://www.vdh.state.va.us</a>.</b>  <b>Anyone requesting a vital record must submit a photocopy of their identification.</b>
<b>Marriage</b>	<b>\$10.00</b>  <b>Varies</b>	<b>Same as Birth or Death</b>  <b>See remarks</b>	<b>Records since January 1853.</b>  <b>Clerk of Court in county or city where license was issued.</b>
<b>Divorce</b>	<b>\$10.00</b>  <b>Varies</b>	<b>Same as Birth or Death</b>  <b>See remarks</b>	<b>Records since January 1918.</b>  <b>Clerk of Court in county or city where divorce was granted.</b>
<b>Virgin Islands</b>			
<b>Birth or Death</b> <b>St. Croix</b>	<b>\$15.00</b> <b>(Mail request)</b>  <b>\$12.00 (In person)</b>	<b>Department of Health Vital Statistics Charles Harwood Memorial Hospital St. Croix, VI 00820</b>	<b>Registrar has birth and death records on file since 1840.</b>
<b>St. Thomas and St. John</b>	<b>\$15.00</b> <b>(Mail request)</b>  <b>\$12.00 (In person)</b>	<b>Department of Health Vital Statistics Knud Hansen Complex St. Thomas, VI 00802</b>	<b>Registrar has birth records on file since July 1906 and death records since January 1906.</b>  <b>Money order for birth and death records should be made payable to Department of Health. Personal checks are not accepted. To verify current fees, the telephone number is (340) 774-9000 ext. 4685 or 4686.</b>
<b>Marriage</b>	<b>See remarks</b>	<b>Bureau of Vital Records and Statistical Services Virgin Islands Department of Health Charlotte Amalie St. Thomas, VI 00801</b>	<b>Certified copies are not available. Inquiries will be forwarded to the appropriate office.</b>

St. Croix	\$2.00	Chief Deputy Clerk Family Division Territorial Court of the Virgin Islands P.O. Box 929 Christiansted St. Croix, VI 00820	
St. Thomas and St. John	\$2.00	Clerk of the Territorial Court of the Virgin Islands Family Division P.O. Box 70 Charlotte Amalie St. Croix, VI 00801	
Divorce	See remarks	Same as Marriage	Certified copies are not available. Inquiries will be forwarded to appropriate office.
St. Croix	\$5.00	Same as Marriage	Money order for marriage and divorce records should be made payable to Territorial Court of the Virgin Islands. Personal checks are not accepted.
St. Thomas and St. John	\$5.00	Same as Marriage	
<b>Washington</b>			
Birth or Death	\$17.00	Department of Health Center for Health Statistics P.O. Box 9709 Olympia, WA 98507-9709	Must have exact information for births. State office has records since July 1907. For King, Pierce, and Spokane counties copies may also be obtained from county health departments. County Auditor of county of birth has registered births prior to July 1907.  Personal check or money order should be made payable to Department of Health. To verify current fees, the telephone number is (360) 236- 4300. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.doh.wa.gov">http://www.doh.wa.gov</a> .
Marriage	\$17.00 Varies	Same as Birth or Death See remarks	State office has records since January 1968. County Auditor in county where license was issued.
Divorce	\$17.00 Varies	Same as Birth or Death See remarks	State office has records since January 1968. County Clerk in county where divorce was granted.

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## West Virginia

<b>Birth or Death</b>	<b>\$5.00</b>	<b>Vital Registration Office Room 165 350 Capitol Street Charleston, WV 25301-3701</b>	<b>State office has records since January 1917. For earlier records, write to Clerk of County Court in county where event occurred.</b>  <b>Personal check or money order should be made payable to Vital Registration. To verify current fees, the telephone number is (304) 558-2931. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.wvdhhr.org">http://www.wvdhhr.org</a>.</b>
<b>Marriage</b>	<b>\$5.00</b>	<b>Same as Birth or Death</b>	<b>Records since 1921. Certified copies available from 1964.</b>
	<b>Varies</b>	<b>See remarks</b>	<b>County Clerk in county where license was issued.</b>
<b>Divorce</b>	<b>See remarks</b>	<b>Same as Birth or Death</b>	<b>Index since 1968. Some items may be verified (fee \$5.00). Certified copies are not available from State office.</b>
	<b>Varies</b>	<b>See remarks</b>	<b>Clerk of Circuit Court, Chancery Side, in county where divorce was granted.</b>
<b>Wisconsin</b>			
<b>Birth</b>	<b>\$12.00</b>	<b>WI Vital Records Office 1 West Wilson Street P.O. Box 309 Madison, WI 53701-0309</b>	<b>State Office has scattered records earlier than 1857. Records before October 1, 1907, are very incomplete. Additional copies of the same record ordered at the same time are \$3.00 each.</b>
<b>Death</b>	<b>\$7.00</b>		<b>Personal check or money order should be made payable to State of Wisconsin Vital Records. A stamped, self-addressed business size (#10) envelope should be included with the request. To verify current fees, the telephone number is (608) 266-1371. This will be a recorded message. Information on how to obtain certified copies is also available via the Internet at <a href="http://www.dhfs.state.wi.us/vitalrecords">http://www.dhfs.state.wi.us/vitalrecords</a>.</b>
			<b>Identification is required to pick up certified copies of vital records in person.</b>
<b>Marriage</b>	<b>\$7.00</b>	<b>Same as Birth or Death</b>	<b>Records since April 1836. Records before October 1, 1907, are very incomplete and cannot be searched without a county of marriage. Additional copies of the same record ordered at the same time are \$3.00 each.</b>
<b>Divorce</b>	<b>\$7.00</b>	<b>Same as Birth or Death</b>	<b>Records since October 1907. Additional copies of the same record ordered at the same time are \$3.00 each.</b>

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## Wyoming

<b>Birth</b>	<b>\$12.00</b>	<b>Vital Records Services</b>	<b>State office has records since July 1909.</b>
<b>Death</b>	<b>\$9.00</b>	<b>Hathaway Building</b> <b>Cheyenne, WY 82002</b>	<b>Personal check or money order should be made payable to Vital Records Services. To verify current fees, the telephone number is (307) 777-7591. Information on how to obtain certified copies is also available via the Internet at <a href="http://wdhfs.state.wy.us">http://wdhfs.state.wy.us</a></b>
<b>Marriage</b>	<b>\$12.00</b>	<b>Same as Birth or Death</b>	<b>Records since May 1941.</b>
	<b>Varies</b>	<b>See remarks</b>	<b>County Clerk in county where license was issued.</b>
<b>Divorce</b>	<b>\$12.00</b>	<b>Same as Birth or Death</b>	<b>Records since May 1941.</b>
	<b>Varies</b>	<b>See remarks</b>	<b>Clerk of District Court where divorce took place.</b>

# Foreign, high-seas, or Panama Canal Zone births and deaths and certificates of citizenship

## Birth records of persons born in foreign countries who are U.S. citizens at birth

The birth of a child abroad to U.S. citizen parent(s) should be reported to the nearest U.S. Consulate or Embassy as soon after the birth as possible. To do this, the child's parent or legal guardian should file an Application for Consular Report of Birth Abroad of a Citizen of the United States of America (Form FS-579/SS-5). This form may also be used to apply for a Social Security Number for the child. A \$65.00 fee is charged for reporting the birth.

The application must be supported by evidence to establish the child's U.S. citizenship. Usually, the following documents are needed:

1. the child's foreign birth certificate;
2. evidence of the U.S. citizenship of the parent(s) such as a certified copy of a birth certificate, U.S. passport, or Certificate of Naturalization or Citizenship;
3. evidence of the parents' marriage, if applicable; and
4. affidavit(s) of the physical presence of the parent(s) in the United States.

Each document should be certified as a true copy of the original by the registrar of the office that issued the document. Other documents may be needed in some cases. Contact the nearest U.S. Embassy or Consulate for details on what evidence is needed.

When the application is approved, a Consular Report of Birth Abroad of a Citizen of the United States of America (Form FS-240) is given to the applicant. This document, known as the Consular Report of Birth, has the same value as proof of citizenship as the Certificate of Citizenship issued by the Immigration and Naturalization Service.

A Consular Report of Birth can be prepared only at a U.S. Embassy or Consulate overseas, and only if the person who is the subject of the report is under 18 years of age when the application is made. A person residing abroad who is now 18 years of age or over, and whose claim to U.S. citizenship has never been documented, should contact the nearest U.S. Embassy or Consulate for assistance in registering as a U.S. citizen.

As of November 1, 1990, the U.S. Department of State no longer issues multiple copies of the Consular Report of Birth. However, a replacement Consular Report of Birth may be issued if the original document is lost or mutilated. The U.S. Department of State also issues certified copies of the Certification of Report of Birth (DS-1350), which

contains the same information as on the Consular Report of Birth. The DS-1350 serves most needs and can be issued in multiple copies. Documents are issued only to the subject of the Consular Report of Birth, the subject's parents or legal guardian. Effective September 1, 2003, all requests must be notarized to include a picture ID.

To request copies of the DS-1350 or a replacement FS-240, write to Passport Services, Vital Records Section, U.S. Department of State, 1111 19th Street NW, Suite 510, Washington, DC 20522-1705. Please include the following items:

1. the full name of the child at birth (and any adoptive name);
2. the date and place of birth;
3. the names of the parents;
4. the serial number of the FS-240 (if the FS-240 was issued after November 1, 1990);
5. any available passport information;
6. the signature of the requestor and the requestor's relationship to the subject;
7. a check or money order for \$30.00 for the FS-240, \$30.00 for the first DS-1350 and \$20.00 for each additional issued at the same time per document requested, made payable to the U.S. Department of State. Remittance must be payable in U.S. dollars through a U.S. Bank. Do Not Send Cash;
8. if applying for a replacement FS-240, a notarized affidavit by the subject, parent, or legal representative that states the name, date and place of birth of the subject, and the whereabouts of the original FS-240.

To obtain a Consular Report of Birth in a new name, send a written request and fees as noted above, the original (or replacement) Consular Report of Birth, or if not available, a notarized affidavit about its whereabouts. Also, send a certified copy of the court order or final adoption decree which identifies the child and shows the change of name with the request. If the name has been changed informally, submit public records and affidavits that show the change of name.

## Birth records of alien children adopted by U.S. citizens

Birth certifications for alien children adopted by U.S. citizens and lawfully admitted to the United States may be obtained from the Immigration and Naturalization Service (INS) if the birth information is on file. (Address can be found in a telephone directory.) To obtain the birth data, it is necessary to

provide the Immigration Office with proof of adoption or legitimation.

## Certificate of citizenship

Persons who were born abroad and later naturalized as U.S. citizens or who were born in a foreign country to a U.S. citizen (parent or parents) may apply for a certificate of citizenship pursuant to the provisions of Section 341 of the Immigration and Nationality Act. Application can be made for this document in the United States at the nearest office of the Immigration and Naturalization Service (INS). The INS will issue a certification of citizenship for the person if proof of citizenship is submitted and the person is within the United States. The decision whether to apply for a certificate of citizenship is optional; its possession is not mandatory because a valid U.S. passport or a Form FS-240 has the same evidentiary status.

## Death records of U.S. citizens who die in foreign countries

The death of a U.S. citizen in a foreign country may be reported to the nearest U.S. consular office. If reported, and a copy of the local death certificate and evidence of U.S. citizenship are presented, the consul prepares the official *Report of the Death of an American Citizen Abroad* (Form OF-180). A copy of the Report of Death is then filed permanently in the U.S. Department of State (see exceptions below).

To obtain a copy of a report filed in 1975 or after, write to Passport Services, Vital Records Section, U.S. Department of State, Washington, DC 20522-1705. The fee for a copy is \$30.00 for the first copy, \$20.00 for each additional copy. Please include a notarized request to include picture ID. Fee may be subject to change.

Reports of Death filed before 1975 are maintained by the National Archives and Records Service, Diplomatic Records Branch, Washington, DC 20408. Requests for such records should be sent directly to that office.

Reports of deaths of persons serving in the Armed Forces of the United States (Army, Navy, Marines, Air Force, or Coast Guard) or civilian employees of the Department of Defense are not maintained by the U.S. Department of State. In these cases, requests for copies of records should be sent to the National Personnel Records Center (Military Personnel Records), 9700 Page Ave., St. Louis, Missouri 63132-5100.

## Records of birth and death occurring on vessels or aircraft on the high seas

When a birth or death occurs on the high seas, whether in an aircraft or on a vessel, the record is usually filed at the next port of call.

1. If the vessel or aircraft docked or landed at a foreign

port, requests for copies of the record may be made to the U.S. Department of State, Washington, DC 20522-1705.

2. If the first port of entry was in the United States, write to the registration authority in the city where the vessel or aircraft docked or landed in the United States.
3. If the vessel was of U.S. registry, contact the local authorities at the port of entry and/or search the vessel logs at the U.S. Coast Guard Facility at the vessel's final port of call for that voyage.

## Records maintained by foreign countries

Most, but not all, foreign countries record births and deaths. It is not possible to list in this publication all foreign vital records offices, the charges they make for copies of records, or the information they may require to locate a record. However, most foreign countries will provide certifications of births and deaths occurring within their boundaries.

Persons who need a copy of a foreign birth or death record should contact the Embassy or the nearest Consulate in the U.S. of the country in which the death occurred. Addresses and telephone numbers for these offices are listed in the U.S. Department of State Publication 7846, *Foreign Consular Offices in the United States*, which is available in many local libraries. Copies of this publication may also be purchased from the U.S. Government Printing Office, Washington, DC 20402.

If the Embassy or Consulate is unable to provide assistance, U.S. citizens may obtain assistance by writing to the Office of Overseas Citizens Services, U.S. Department of State, Washington, DC 20520-4818. Aliens residing in the United States may be able to obtain assistance through the Embassy or Consulate of their country of nationality.

## Records of birth, death, or marriage in the Panama Canal Zone for U.S. citizens and foreign nationals

From 1904 until September 30, 1979, the Canal Zone Government registered all civil acts of birth, death and marriage in the Canal Zone for U.S. citizens and foreign nationals. Since 1979, the Panama Canal Commission has issued certified copies of these documents in response to requests from the public. On December 31, 1999, the Panama Canal Commission will no longer exist. On December 1, 1999, those records were transferred to Passport Services in the U.S. Department of State, which will provide the certification service just as it does for similar records issued by U.S. Embassies and Consulates abroad.

To request copies, write to Vital Records Section, Passport Services, U.S. Department of State, 1111 19th Street NW, Suite 510, Washington, DC 20522-1705. Please include a notarized request to include picture ID the following items for birth, death, or marriage:

1. the full name of subject at the time of event;
2. month, day and year of event;
3. place of event (city and country)
4. parents= names, date and place of birth, and nationality for birth record;
5. any available U.S. passport information;
6. signature of the requestor, parent or guardian, or legal representative;
7. requestor address and telephone number;
8. a check or money order for \$30.00 and \$20.00 for each additional copy issued at the same time, made payable to U.S. Department of State. Remittance must be payable in U.S. dollars through a U.S. bank. Do not send cash.