

WHO CAN OBTAIN COPIES OF BIRTH CERTIFICATES

(REVISED VITAL STATISTICS CODE §16-5-1)

EFFECTIVE JULY 3, 2006

Records that are older than 100 years are public record.

1. Registrant (Must be 18 years or older)
2. Immediate Family
 - a. Parent
 - b. Adult Children
 - c. Spouse
 - d. Brother/Sister
 - e. Mother/ Father-in-Law
 - f. Son/Daughter-in-Law
 - g. Grandparents
 - h. Grandchildren
 - i. Stepmother/father
 - j. Stepchildren
3. Legal Guardian (must have copy of guardianship papers)
4. Authorized Representative
 - a. Power of Attorney (must have proof)
5. Legal Representative
 - a. Attorney
 - b. Physician
 - c. Funeral Director
 - d. Insurance Company
 - e. Authorized Agency

All applicants must be at least 18 unless emancipated or unless they are parents and seek birth certificates for themselves or their children.

Birth certificates with no father listed MAY NOT be obtained by the person claiming to be the father or a member of his family until he is named as the father and his name is placed on the record.

If applicant wants someone else to pick up their certificate they must: fax written consent with a copy of their photo ID and phone number, along with the name of the person picking up the certificate OR send in a notarized request with a copy of their photo ID with the name of the person who will be picking up the certificate. In both cases, photo ID is required from the person picking up the certificate.

IDENTIFICATION REQUIRED FOR OBTAINING BIRTH CERTIFICATE

PHOTO ID

1. A state issued driver's license
2. US or foreign passport, visa, national identity cards issued by US government to foreign nationals
3. Employment photo ID issued by the federal, state or local government, including military or a photo ID card from a government sponsored program (NO business ID's or student ID's)
4. Major credit card with a photo of the card holder

NO PHOTO ID AVAILABLE

1. Major credit card (must have signature)
2. Motor vehicle registration card (must have signature)
3. State social services program (must have signature)
4. Current utility bill or pay stub (VITAL RECORD WILL BE MAILED TO THE ADDRESS LISTED.)
5. If a person requesting a certificate is accompanied by someone who does not have acceptable PHOTO ID, a signature affidavit attesting to the person's identity can be accepted along with a copy of that photo ID.