## BIRTH CERTIFICATE APPLICATION FORM

Now that the baby is finally here, there are a few things you need to know. You will need a certified copy of a birth certificate to:

- Apply for a Social Security number
- · Open a bank account
- Enroll in school
- · Get a driver's license
- And for many other important reasons

## **Instructions:**

- · Fill out this application form below
- **Include payment\*** (personal check or money order) of \$25 for each certificate. Do NOT pay this fee to the hospital. Please make check or money order payable to: Columbus City Treasurer
- Mail completed form and payment to:

Columbus Public Health Vital Statistics 240 Parsons Avenue Columbus, OH 43215

**Type or Print** 

First Name	Middle Name		Last Name on Certificate
Date of Birth / / Month Day Year		Name of hospital	
Mother's First Name		Mother's last name prior to first marriage (maiden name)	
Father's First Name		Father's Last Name	
Number of Certificates Requested  1 2 3 4  Make check or money order payable	Other:	•	Phone #: ( ) -
Your Information (person requesting certificate)  Name:			
Address:			
City:		State:	Zip Code:

## Notes:

- It takes approximately 8-10 weeks to receive and register a newborn certificate.
- Please do not leave this application form and payment at the hospital.
- · For Ohio births only.
- Columbus Public Health also has W.I.C (645-7280) and Immunization (645-8137) programs for your children. For single moms, learn about establishing paternity at <a href="https://www.oh-paternity.com">www.oh-paternity.com</a> or call 1-888-810-6446.

\*Fees subject to change. (According to City charter Section 82, your check will be deposited within 24 hours. Under the City of Columbus Ordinance 1141-91, a \$25.00 fee will be charged for all returned checks).

