

**UTAH DEPARTMENT OF HEALTH
OFFICE OF VITAL RECORDS AND STATISTICS
SOUTHWEST UTAH PUBLIC HEALTH DEPARTMENT
BIRTH CERTIFICATE REQUEST**

Office of Vital Records and Statistics, 620 South 400 East Suite 302, St. George, Utah 84770.

WARNING: It is a criminal violation to make false statements on vital records application forms or to fraudulently obtain a birth certificate

INSTRUCTIONS

1. This request must be completed in full.
2. Identification is required of the person signing this request. (See acceptable identification list on back.
3. If ordering by mail, enclose the application, an enlarged, easily identifiable photo copy of the front and back of your ID, and appropriate fees.
4. Please check your certificate for accuracy. Your copy can only be replaced within 90 days from issuance date. After 90 days you must repay applicable fees.
5. If requestor does not respond to a written request for information within 90 days, Vital Records may retain all monies paid.

IDENTIFYING INFORMATION

FULL NAME AS IT SHOULD APPEAR ON CERTIFICATE _____

DATE/PLACE OF BIRTH _____
(Date) (City) (County) (Hospital)

FULL NAME OF FATHER _____
(Birth Date) (State or Country)

FULL MAIDEN NAME OF MOTHER _____
(Birth Date) (State or Country)

REQUESTOR

RELATIONSHIP: I am: Self Mother Father Sibling Spouse Child Grandparent Grandchild

Other (Specify) _____

Your Signature _____ Date _____

Printed Name _____ Telephone Number _____

Your Address _____
(City, State & Zip)

Purpose for which the birth certificate is needed:

Drivers License Social Security Passport School State Assistance Pgm. Other (Specify) _____

<u>NUMBER OF CERTIFIED COPIES REQUESTED</u>		(If this order is to be mailed, please PRINT the name and mailing address below)
1 Certified Copy	\$ 18.00	
_____ Additional Certified Copies (\$8.00 each)	\$	
_____ Expedite Fee (Only for orders from Salt Lake)	\$	
TOTAL FEE		\$



Mailing Address: Southwest Utah Public Health, Vital Records 620 SOUTH 400 EAST SUITE 400, ST. GEORGE UTAH 84770.

For OFFICE USE ONLY (do not write below)

Vital Records Label Only
Request #: _____

PAID: Check Cash Money Order Credit Card

Certified Paper #: _____

Clerk's Initials _____

UTAH DEPARTMENT OF HEALTH OFFICE OF VITAL RECORDS AND STATISTICS

Acceptable Identification List to Obtain Certified Documents

Identification is required for the purchase of a Utah birth or death certificate. Mailed requests must include an enlarged and easily identifiable photocopy of the back and front of your identification from the list below. If no Identification is enclosed, your application will be returned. (All Identification MUST be current)

PRIMARY

At least 1 of the following:

- ✓ Photo Driver License
- ✓ Photo Identification Card
- ✓ School, University or College ID Card
- ✓ Employment Card
- ✓ U.S. Military Identification Card
- ✓ Tribal Identification Card
- ✓ Alien Registration Card/Permanent
 ✓ Resident Card
- ✓ Temporary Resident Card
- ✓ U.S. Passport
- ✓ Foreign Passport
- ✓ US Certification of Naturalization
- ✓ Certificate of U.S. Citizenship
- ✓ U.S. Citizenship Identification Card
- ✓ Matricula Consular Card
- ✓ Concealed Firearm Permit
- ✓ Mexican Voter Registration Card

SECONDARY

Or at least 2 of the following:

- ✓ Work Identification/Paycheck/W-2
- ✓ Voter Registration Card
- ✓ Social Security Card
- ✓ US Military Separation/DD-214
- ✓ Motor Vehicle Registration/Title
- ✓ Probation Documents
- ✓ Marriage License
- ✓ Divorce Decree
- ✓ Property Tax Receipt
- ✓ Veterans Universal Access ID Card
- ✓ Pilot License
- ✓ Hunting/Fishing License
- ✓ Court Order of Adoption or Name Change
- ✓ Court Orders/Court Papers
- ✓ Utility Bill
- ✓ Jail/Prison ID or release form (with picture)
- ✓ Medicaid Card

We cannot accept:

- ✓ Novelty ID Card
- ✓ Driving Privilege Card

If you cannot provide acceptable identification, ask a spouse, parent, grandparent, sibling, or adult child, who can provide appropriate identification, to request the certificate. Proof of relationship may also be required, such as a birth, death or marriage certificate.

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