

# Birth Certificate Request



Please fill out this form online, print it out and mail w/payment to:

Everett City Clerk  
City Hall, Room 10  
484 Broadway  
Everett, MA 02149

**Requests submitted through the mail, will be processed on the date they are received.**

City Clerk's Office - City of Everett  
484 Broadway, Room 10  
Everett, MA  
USA  
02149  
Phone: 617-394-2225  
Fax: 617-389-0764  
[www.cityofeverett.com](http://www.cityofeverett.com)

Name of Child at Birth:

Date of Birth:

Mother's Name:

Father's Name:

City of Birth:

Requestor's Name:

Home Phone:

Cell phone:

**Mail Birth Certificate to:**

- \* Payment may be made in a money order or certified bank check. **Do not send cash.**
- \* Certified copies cost **\$10.00**; please enclose a self addressed stamped envelope for each transaction through the mail.
- \* Make money order or check payable to "**City of Everett**"
- \* **NOTE:** Some records are restricted or impounded and access may be denied. Please enclose a copy of your driver's license.