

Vital Records - Adoption 4300 Cherry Creek Drive South | Denver, CO 80246 (303)692-2227 | www.colorado.gov/cdphe/adoption

Application to Access an Original Birth Certificate

Original birth certificates are accessible to eligible parties through Vital Records. All adoption records are held in county courts and certain state agency files and are directly accessible to eligible parties. ALL REQUESTS MUST INCLUDE A VALID ID, PROCESSING FEE AND PROOF OF RELATIONSHIP. See reverse side for additional information.

The following eligible parties have direct access:	𝗭 check box that applies:						
	representative of any such individual g/half sibling parent						
The following eligible parties MUST obtain notarized written consent of adult adoptee: 🗹 check box that applies:							
	descendant of an adult adoptee dparent of an adult adoptee						
CONSENT TO RELEASE -ATTACH A PHOTOCOPY OF ADULT ADOPTEE'S IDENTIFICATION	Subscribed and sworn to before me thisday of20						
Signature of adult adoptee	Notary Public My commission expires In the county of						
	State of						

Adoptee is deceased. All individuals above have access to the original birth certificate and must submit:
 1) proof of relationship; and 2) a certified copy of the death certificate.

REQUESTOR INFORMATION:

Print name of person making request:	First	Middle	Last		Email	
Mailing address:	Street address	Apt#	City	State	Zip	Daytime phone ()

PROVIDE ADOPTIVE INFORMATION. BIRTH PARENT/SIBLING PROVIDE BIRTH INFORMATION

Full name:	First	Middle		Last				
Date of birth:	Month	Day	Year					
Full name of father:	First	Middle		Last				
Full name of mother	First		2	Maiden last name (prior to first marriage)				
prior to first marriage:								
Pursuant to Colorado Revised Statu for obtaining a record under false	utes, 1982, 25-2-118 and as defined by the Colorado Boa pretenses include a fine of not more than \$1,000.00, or	ard of Health imprisonm	h Rules and Regulations, applicant mus ent in the county jail for note more the	t have a direct and tangible interest in than one year or both such fine and imprison	he record requested. The penalties onment (CRS 25-2-118).			
By signing below, I hav	e read and understand that there a	re penal	ties for obtaining a recor	d under false pretenses.	Today's date			
SIGNATURE								
 PROCESSING TIME: 30 days from the date received on ALL requests below. Incomplete applications will be returned to requestor. WAYS TO ORDER: A VALID ID IS REQUIRED WITH ALL REQUESTS. Apply in person: Office hours are from 8:00-5:00, MONDAY-FRIDAY. Pax your application with credit card information: U.S. Fax (800)423-1108; outside U.S. Fax (303)691-9307. Mail in your application along with a check, money 		(🖌)	CHARGES: ALL FEES	ARE NONREFUNDABLE	\$37.75			
			\$10.00 Additional copies		Ś			
		_	(siblings/half siblings only)		÷			
				stal Service)				
				(USA only):				
				oney order, cash orders ONLY)				
			UPS (credit card	,				
order, or credit card information.			Lexpress Mail USPS					
Make check or money ord	er payable to: Vital Records.							
*Credit card orders:		Car	d Type: 🗋 VISA 🛛 🗎 N	asterCard 🔲 Discover	American Express			
\$10.00 convenience charge will be added to the total			Cardholder name:					
amount. American Express will be charged the conve-			Card Number:					
nience charge on all order	·S.	Exp	Expiration Date:/					

PROOF OF RELATIONSHIP

Please note that if <u>proof of relationship is required</u> the documents you provide must establish your relationahip: (e.g. marriage certificates, birth certificates, court orders). Identification may be used to establish proof of relationship for adoptee, birth parent or adoptive parent <u>only</u>.

ACCEPTABLE FORMS OF IDENTIFICATION

At least 1 of the following: (No expired documents accepted)

'Primary' List

- Alien registration receipt/permanent
- Resident card
- Certificate of U.S. citizenship
- City of denver county jail inmate ID
- Colorado department of corrections ID card
- Co temporary driver's license (with hole-punched driver's license)
- Department of human services youth corrections ID
- Employment authorization card (I-766)
- Foreign passport
- Government work ID
- Job Corps ID
- Photo driver's license
- Photo ID card (DMV)
- School, university or college ID card (must be current)
- Temporary resident card
- U.S. B1/b2 visa card with I-94
- U.S. Certificate of naturalization
- U.S. Citizenship id card (I-197)
- U.S. Military ID card
- U.S. Passport

Or at least 2 of the following:

(Any document expired more than six months will not be accepted)

'Secondary' List:

- Acknowledgment of paternity document (Colorado only)
- Birth certificate of applicant (U.S. only)
- Court order of adoption or name change
- Craft or trade license (Colorado only)
- DD-214
- Divorce decree (U.S. only)
- Hospital birth worksheet
 (ID for mothers- within 6 months of event)
- Hunting or fishing license (must be current-Colorado only)
- IRS-TIN card
- Marriage license (U.S. only)
- Medicare card
- Merchant mariner card
- Mexican voter registration card
- Motor vehicle registration or title (must be current–U.S. only)
- Pilot license
- Selective service card (U.S. only)
- Social security card
- Social services card (WIC)
- State or federal prison or corrections card
- Tribal ID card
- Weapon or gun permit (U.S. only)
- Work ID, paycheck stub (within 3 months), or W-2 (last tax year)
- Any expired document from the "primary" list (cannot be expired more than 6 months)

We are sorry, but we cannot accept:

- Matricula consular card
- Novelty ID card
- Non-expiring identification cards
- City or county prison/jail ID
- Souvenir birth certificates
- Temporary driver's licenses or temporary state ID card
- Medicaid card