

APPLICATION FOR COPY OF BIRTH RECORD
New York State Birth Certificate Request Form

Name: _____ Date of Birth: _____
(First) (Middle) (Last)

Place of Birth (e.g. Hospital or Residence): _____

Village, Town or City: _____ County: _____

Father: _____
(First) (Middle) (Last)

Mother: _____
(First) (Middle) (Last)

Number of Copies Requested: _____ Standard Size Wallet Size

Birth Certificate # If Known: _____ Local Register # If Known: _____

Purpose For Which Record is Required (check one):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Passport | <input type="checkbox"/> Working Papers | <input type="checkbox"/> Welfare Assistance | <input type="checkbox"/> Social Security |
| <input type="checkbox"/> Retirement | <input type="checkbox"/> Driver's License | <input type="checkbox"/> School Entrance | <input type="checkbox"/> Veteran's Benefits |
| <input type="checkbox"/> Employment | <input type="checkbox"/> Marriage License | <input type="checkbox"/> Entrance into Armed Forces | <input type="checkbox"/> Court Proceeding |
| <input type="checkbox"/> Other (specify) _____ | | | |

Describe your relationship to the person whose record is required (If self, state "self"):

If attorney, name and relationship of your client to persons whose record is required:

Client: _____ Relationship: _____

This office requires written authorization of the person/parents whose record is requested before a search is processed.

Signature of Applicant: _____ Date: _____

Street: _____

City: _____ State: _____ Zip: _____

Please PRINT or TYPE name and address where record should be sent:

Name: _____

Street: _____ Phone: _____

City: _____ State: _____ Zip: _____

WHERE TO APPLY: Mail to
Village of Carthage • 120 South Mechanic St • Carthage NY 13619



TYPES OF ACCEPTABLE IDENTIFICATION

1. Driver's License
2. Non-Driver's License
3. Passport
4. Naturalization Papers
5. Military ID
6. Employer's Photo ID
7. Two utility bills, showing applicant's name and address
8. Police report of lost or stolen ID

COSTS: \$10.00
Money Order
with a Copy of
Form of ID
REQUIRED!

APPROXIMATE TIME FROM APPLICATION TO ISSUE: One Week
DO NOT ISSUE copy unless ONE of the above types of Identification is present.