

Acknowledgement Of Paternity/Parentage



Upon request, this document will be made available in Braille, large print, and audiocassette or computer disk. To obtain a copy in one of these alternate formats, please call or write:

California Office of Vital Records M.S. 5103 P.O. Box 997410 Sacramento, CA 95899-7410 Telephone: (916) 445-2684

California Relay: 711/1-800-735-2929

http://www.cdph.ca.gov/certlic/birthdeathmar/Pages/default.aspx

June 2009

Acknowledgement of Paternity/Parentage

What is an Acknowledgement of Paternity/Parentage?

This is a legal process whereby the parents "acknowledge" (establish) a paternal relationship with their child.

I listed the father/ parent's name on my child's birth certificate when it was originally

prepared.

relationship.

This process should only be used if you want to **add** the father/parent's name to the child's birth certificate if he/she **was not included** on the original birth certificate.

If you want to **change** the father/parent's name from who was listed on

your child's original birth certificate, that must be done through the court

system. This is referred to as an "adjudication" - the court will decide

(adjudicate) the existence or nonexistence of the parent and child

We cannot change the father/parent's name on a registered certificate without the court order of adjudication.

Now I want to change the father/parent's name. How can I do that?

If you want to *change* the father/parent's name, *please request our pamphlet entitled "Adjudication of Facts of Parentage."* That pamphlet will provide you with all of the information you need for that process.

I did not list the father/parent's name on my child's birth certificate when it was originally prepared.

Yes. This pamphlet will guide you through the process.

You will need to complete an Application to Amend a Birth Record – Acknowledgement of Paternity/Parentage (VS 22).

Can I add the father/parent's name now?

This form must be signed by both parents. If a parent is unavailable, refuses to sign the Acknowledgement of Paternity/Parentage form, or is deceased, you will need to go to court, and the court will decide (adjudicate) the existence or nonexistence of the parent and child relationship. If you need to go to court, please request our pamphlet entitled "Adjudication of Facts of Parentage."

What is the fee for an Acknowledgement of Paternity/Parentage?

- \$20 which includes one Certified Copy of the new birth certificate.
- Additional copies are \$14 each.

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Fees should be paid by check or money order payable to Office
of Vital Records. International money orders for out-of-country
requests should be payable in U.S. dollars

What do I submit to add the father/parent's name (when he/she was previously not listed)?

If Your Child Was Born January 1, 1995 or Later:

- VS 22
- Although this item is not required, it would help our staff if you
 could include a photocopy of the current birth certificate if you
 have it (this helps us identify the exact record to be amended).

If Parents Are Married:

- You must also include a photocopy of your marriage certificate.
- You must also include a notarized Sworn Statement (see next section for more information).
- If Parents registered as State Registered Domestic Partners (SRDP) on or after January 1, 2005:
 - You must also include a photocopy of your SRDP Declaration.
 - You **must** also include a notarized Sworn Statement (see next Section for more information).

If Parents Are not Married:

The federal Welfare Reform Act requires that a Declaration of Paternity (CS 909) be signed by both parents in the presence of a witness and/or notarized before the father can be added to the birth certificate (see additional information in this pamphlet explaining where to get a Declaration of Paternity form). (This law went into effect January 1, 1995.)

A legible copy of the completed Declaration of Paternity *must* accompany the VS 22 form.

- Mail the following items to our office using the address on the front of this pamphlet:
 - Completed VS 22
 - \$20 fee
 - Photocopy of current birth certificate (if you have it)
 - Documents Supporting Parentage:

Married/SRDP: Marriage certificate/SRDP Declaration **and a notarized** Sworn Statement

(Continued)

What do I submit to add the father/parent's name (when he/she was previously not listed)?

(Continued)

 Mail the following items to our office using the address on the front of this pamphlet (continued):

Not Married/SRDP: Copy of Declaration of Paternity signed by appropriate witness and/or notarized

- If any of the required items are not included, your request will be returned to you for correction.
- For possible future transactions with the Social Security
 Administration or the Department of Motor Vehicles, you should
 keep copies of all documents that you submit to our office. Once
 your child's new birth certificate is prepared, all supporting
 documents are sealed by our office and are not available to the
 public.

If Your Child Was Born Before January 1, 1995:

- VS 22
- You must include a notarized Sworn Statement (see next section for more information).
- Although this item is not required, it would help our staff if you
 could include a photocopy of the current birth certificate if you
 have it (this helps us identify the exact record to be amended).
- Mail the following items to our office using the address on the front of this pamphlet:
 - Completed VS 22
 - \$20 fee
 - Notarized Sworn Statement
 - Photocopy of current birth certificate (if you have it)
- If any of the required items are not included, your request will be returned to you for correction.
- For possible future transactions with the Social Security Administration or the Department of Motor Vehicles, you should keep copies of all documents that you submit to our office. Once your child's new birth certificate is prepared, all supporting documents are sealed by our office and are not available to the public.

Why do I need a Sworn Statement?

Effective July 1, 2003, a new law changed the way we issue birth and death certificates. To help protect against identify theft, the law requires that only an *authorized* person (as defined by law) may receive a Certified Copy of a birth or death record. In order to receive the Certified Copy, you must sign (and notarize) the Sworn Statement declaring under penalty of perjury that you are authorized by law to receive the Certified Copy.

Only one notarized Sworn Statement is required for multiple paternity requests submitted at the same time. But the Sworn Statement must include the name of each child involved, and your relationship to each child.

You **do not have to complete** the attached Application for Certified Copy of Birth Record, but please read the first page for the definition of an "authorized" person before completing the Sworn Statement.

Where can I get the Declaration of Paternity (CS 909) form?

The Declaration of Paternity (CS 909) is only to be used by *unmarried* couples to establish the paternal relationship with the child.

You must use the official triplicate form (*photocopies are not acceptable*) that is available through local child support agencies. Or you can contact the Paternity Opportunity Program at the number below. The website below will provide you with a listing of local child support agencies in your county.

Once you complete the Declaration, it must be registered with the Department of Child Support Services. You will need to submit a photocopy of the Declaration to our office (with the VS 22 form) to add the father to your child's birth certificate.

For more information about establishing paternity, contact the California Department of Child Support Services, Paternity Opportunity Program (POP), at (toll free) 866-249-0773 (www.childsup.ca.gov).

What information can I change or add with a VS 22?

This form can be used to:

- Add the father/parent if he/she was not included on the original birth certificate.
- Change the child's last name to that of the father/parent's last name.

(Continued)

What information can I change or add with a VS 22?

(Continued)

 Add the father/parent's last name to the last name already listed on the birth certificate. Example (father/parent's last name is "Harris"):

| Action | First | Middle | Last |
|--------------------------|-------|---------|--------------|
| Child's Birth Name | John | Michael | Adams |
| Add Father/Parent's Last | John | Michael | Adams Harris |
| Name | | | |

 Add the child's first or middle name when none previously exists.

This form *will not allow* us to *change* the child's first or middle names already listed on the birth certificate (this type of change requires a court order and is handled through the Court Order Name Change process).

 Make minor corrections (e.g., spelling of name, incorrect date of birth for parents, etc.).

Where can I get the VS 22?

The application must be an *original* form (our office uses a special bond paper). *Photocopies are not acceptable.* One application form is included if you receive this pamphlet by mail. If you need additional copies of the VS 22 form, or are accessing this pamphlet on our website:

- Order forms electronically at: http://apps.cdph.ca.gov/AutoForm2/default.aspx?af=1184.

 Because of the volume of phone calls we receive, the internet is usually a faster process for our customers than calling our Customer Service Unit.
- Call our Customer Service Unit at (916) 445-2684.
- You can also get the form from the County Recorder or County Health Department in any California county.

How do I complete the VS 22?

A sample of what a completed VS 22 should look like is attached.

PART I:

• **Items 1A-1C:** Complete the information **exactly** as it appears on your child's current birth certificate.

Note: If you need a copy of your child's current birth certificate to complete this section, you can get a copy by completing the Application for Certified Copy of Birth Certificate (attached) and submitting the application (and \$14 fee) to our office. The average processing time to receive a birth certificate from our office is 18 weeks. But you can get a copy much faster from the County Recorder in the county where the birth took place.

(Continued)

How do I complete the VS 22?

(Continued)

PART II: Enter the information, *as it should appear* on the birth certificate.

PART III:

- The father/parent needs to complete items 15A-15F.
- The mother needs to complete items 16A-16F.

This form must be signed by both parents. If either parent refuses to sign the Acknowledgement of Paternity form, you will need to go to court, and the court will decide (adjudicate) the existence or nonexistence of the parent and child relationship. If you need to go to court, please request our pamphlet entitled "Adjudication of Facts of Parentage."

What makes a VS 22 form "acceptable?"

Important Information

Birth certificates are legal documents that must hold up in any court, unchallenged as to their accuracy and reliability. To help us prepare the new birth certificate accurately:

- Every item on the amendment must be completed.
- The amendment form must be an original, not a photocopy.
- We must be able to read the information on the form. It is extremely important that the form be legible. Using a typewriter to complete the form ensures that the information is interpreted clearly.
- If you are not able to type the amendment, it is extremely important that you take the extra time to print very clearly and legibly. Documents that are not legible will be returned to you to complete again.
- Only black ink is acceptable.
- There cannot be any erasures, whiteout, or alterations.

How will I know if my request has been accepted?

Once your request has been received and evaluated, we will send you either:

- A postcard letting you know your request has been accepted, and reminding you of our processing time.
- If your request is not accepted (e.g., due to insufficient fee, insufficient information, etc.), we will return your request to you with a letter explaining what needs to be corrected.

Please allow about 6 weeks to receive the acknowledgement postcard. Rejected requests can take up to 10 weeks to be returned.

How long will it take to get my child's new birth certificate?

The processing time for paternity/parentage documents can be located on our website at:

http://www.cdph.ca.gov/certlic/birthdeathmar/Pages/ProcessingTimes.aspx

Once I file the amendment, what happens to my child's original birth certificate?

- When we receive the acceptable documents (and fee), we will seal your child's original birth certificate and replace the sealed record with a new birth certificate.
- Once the original birth certificate has been sealed, it is available only through a court order (per Health and Safety Code Section 102760).

For possible future transactions with the Social Security Administration or the Department of Motor Vehicles, you should **keep copies** of all documents that you submit to our office. Once your child's new birth certificate is prepared, all supporting documents are sealed by our office and are not available to the public.

What if I still have questions?

If you have read this pamphlet thoroughly and still have questions that were not answered in this pamphlet, please call (916) 557-6075 and leave your name, telephone number, and question. One of our Amended Records staff will return your call within 48 hours.

If you have questions on the **status** of your request, please call our Customer Service Unit at (916) 445-2684 – **but only after the processing time has passed**.

Note to Customer:

We *cannot process your request* unless you complete *both sides* of the enclosed amendment form. The information on both sides is important information for our records, and *both sides must be completed in order to process your request*. Thank you.

Atencion al Cliente:

Nosotros *no podemos procesar su solicitud* a menos que usted complete *ambos lados* de la forma de la enmienda. La informacion en ambos lados es informacion importante para nuestros registros y *ambos lados deben ser completados para procesar su solicitud*. Gracias.

California Office of Vital Records Oficina de Registros Vitales de California

The following information pertains to the Office of Vital Records: La informacion siguiente pertenece a la Oficina de Registros Vitales:

| Note to Vital Record | s Staff: |
|------------------------|---|
| Include this flyer whe | n mailing the following forms or pamphlets: |
| VS 22 | Acknowledgement of Paternity |
| VS 23 | Court Order Name Change |
| VS 24 | Affidavit to Amend a Record |
| VS 24C | Affidavit to Amend a Marriage Record |
| VS 85 | Delayed Registration of Birth |
| VS 107 | Supplemental Name Report – Birth |

ACKNOWLEDGEMENT OF PATERNITY/PARENTAGE

NO ERASURES, WHITEOUTS, PHOTOCOPIES, OR ALTERATIONS

| | | _ | _ | _ | | | _ | |
|------|-----|-----|---|-----|------|----|---|--|
| CT | ATF | CII | | NII | INAD | ED | | |
| | | | | | | | | |

TYPE OR PRINT CLEARLY IN BLACK INK ONLY

| PART I | INFORMATION TO LOCATE | RECORD | | | | | | |
|---|---|--|----------------------------------|------------------------------|----------------|---|--|--|
| | 1A. NAME OF CHILD—FIRST | 1B. MIDDLE | | 1C. LAST (BIRTH) | | | | |
| INFORMATION | 2. SEX 3. DATE OF BIRTH—MM/DD/CCYY | CURRENCE | 4B. COUNTY OF OCCURRENCE | | | | | |
| AS IT APPEARS ON <u>ORIGINAL</u> RECORD | 5. PLACE OF BIRTH—NAME OF HOSPITAL OR FAC | ILITY | | | | | | |
| | 6A. FULL NAME OF FATHER/PARENT—FIRST 6B, MIDDLE | | E 6C. LAST (BIRTH) | | | | | |
| | 7A. FULL NAME OF MOTHER/PARENT—FIRST | 7B. MIDDLE | | 7C. LAST (BIF | RTH) | | | |
| PART II | INFORMATION AS IT IS TO | APPEAR C | ON NEW RECO | RD | | | | |
| NEW NAME OF CHILD | 8A. NAME OF CHILD—FIRST | 8B. MIDDLE | | 8C. LAST (BII | RTH) | | | |
| | 9A. FULL NAME OF FATHER/PARENT—FIRST | 9B. MIDDLE | | 9C. LAST (BI | RTH) | | | |
| FATHER/PARENT | 10. STATE/FOREIGN COUNTRY OF BIRTH | | 11. DATE OF | BIRTH—MM/DD/CC | Υ | | | |
| BIRTH | 12A. FULL NAME OF BIRTH MOTHER—FIRST | 12B. MIDDLE | | 12C. LAST (BIRTH) | | | | |
| MOTHER | 13. STATE/FOREIGN COUNTRY OF BIRTH | - | | 14. DATE OF BIRTH—MM/DD/CCYY | | | | |
| PART III | AFFIDAVITS AND SIGNATU | RES | | | | | | |
| PARENTS AND H | AVE ATTACHED A COPY OF MARR OPPORTUNITY PROGRAM ATTAC | ERTIFY THAT W LIED PARENTS A CHED A COPY C LIAGE CERTIFIC | AND HAVE OF OUR | DOMESTIC | | IN A STATE REGISTERED ND HAVE ATTACHED A N. | | |
| | I CERTIFY UNDER PENALTY OF PERJURY T PROVIDED IS TRUE AND CORRECT TO THE | | | HE CHILD IDE | ENTIFIED ABOVE | AND THAT THE INFORMATION | | |
| | 15A. SIGNATURE OF FATHER/PARENT | | 15B. DATE SIGNED | | | | | |
| USE | 15C. ADDRESS – STREET AND NUMBER 15D | | 15D. CITY 15E. | | | 15F. ZIP CODE | | |
| BLACK INK ONLY I CERTIFY UNDER PENALTY OF PERJURY THAT I AM THE BIRTH MOTHER OF THE CHILD IDENTIFIED A PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. | | | | | | ND THAT THE INFORMATION | | |
| | 16A. SIGNATURE OF BIRTH MOTHER | | 16B. DATE SIGNED | | | | | |
| | 16C. ADDRESS – STREET AND NUMBER | 16D. C | D. CITY 16E. STATE 16F. ZIP CODE | | | | | |
| STATE REGISTRAR USE ONLY | 17. OFFICE OF VITAL RECORDS | · | 18. DATE ACCEPTED F | OR REGISTRAT | TION | | | |

APPLICATION TO AMEND A BIRTH RECORD — ACKNOWLEDGEMENT OF PATERNITY/PARENTAGE

TYPE OR PRINT CLEARLY IN BLACK INK ONLY

NO ERASURES, WHITEOUTS, PHOTOCOPIES, OR ALTERATIONS

When a birth record is amended due to an acknowledgement of paternity/parentage, the original record is sealed and a new birth record is prepared.

A fee is required for the preparation of an amended birth record. This fee includes one certified copy of the newly prepared birth record. There is a fee for each additional copy. Please contact your Local Registrar, County Recorder, or the State Registrar for the current fees, or visit our website at www.cdph.ca.gov.

| Enclosed is the fee of \$ | for preparation of the new birth record and one certified copy. |
|---------------------------|---|
| Enclosed is the fee of \$ | for an additional certified copy(ies) of the newly prepared birth record. |
| Printed Name of Applicant | Mailing Address of Applicant |
| Telephone Number () | City State ZIP Code |

The "Birth" name required on Vital Records (see Items 1C, 6C, 7C, 8C, 9C, and 12C) is the name given at birth, or a name received through adoption, court-ordered name change, or naturalization. AKA's (Also Known As) and assumed names cannot be entered as the legal "Birth" name.

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING THE FORM

- 1. Type or print clearly in black ink only.
- 2. No erasures, whiteouts, photocopies, or alterations are allowed.
- 3. Complete Part I, Items 1A 7C, with the information as it appears on the original birth record.
- 4. Complete Part II, Items 8A 14, with the information as it should appear on the new record.
- 4. Read the affidavit statement before signing Items 15A and 16A.
- 5. Do not complete Items 17 and 18. This space is reserved for State Registrar use only.
- 6. For possible future transactions with the Social Security Administration or the Department of Motor Vehicles, you should keep copies of all documents that you submit to our office. Once your child's new birth certificate is prepared, all supporting documents are sealed by our office and are not available to the public. A court order is required to unseal the record.
- 7. Make check or money order payable to the Office of Vital Records. Mail this form with the required fee(s) and supporting documentation (copy of POP Form, Marriage Certificate, or Declaration of State Registered Domestic Partnership) to:

California Department of Public Health Office of Vital Records MS 5103 P.O. Box 997410 Sacramento, CA 95899-7410

APPLICATION FOR CERTIFIED COPY OF BIRTH RECORD

DO NOT Complete This Application Before Reading the Instructions on Page 2

In an attempt to stop the illegal use of vital records, and as part of statewide efforts to reduce identity theft, a new law (effective July 1, 2003) changed the way certified copies of birth certificates are issued. **Certified Copies** to establish the identity of a registrant can be issued only to authorized individuals, as indicated below. All others will be issued **Certified Informational Copies** that **are not** valid to establish identity.

| | \$14 per copy (payable to | | | • | | | | | |
|--|--|----------------------------|---------------|---|-------------|---|--|---|---|
| Pleas | e indicate the type of certified | copy you ar | e reques | sung: | 1 | | | | |
| | I would like a Certified Copy . This copy will establish the identity of the registrant. (To receive a Certified Copy you MUST INDICATE YOUR RELATIONSHIP TO THE REGISTRANT by selecting from the list below AND COMPLETE THE ATTACHED SWORN STATEMENT declaring that you are eligible to receive the Certified Copy. The Sworn Statement MUST BE NOTARIZED if the application is submitted by mail unless you are a law enforcement or local or state governmental agency .) | | | | | document w the docume A VALID Do | vill be printed int that state OCUMENT | Informational Copy d with a legend on the s, "INFORMATION, TO ESTABLISH ID oes not need to be | ne face of AL, NOT ENTITY." |
| | : Both documents are cert ments contain the exact san | | | original document o | on file | with our offi | ice. With th | e exception of the | legend, the |
| To red | ceive a Certified Copy I am: | | | | | | | | |
| | The registrant (person liste | ed on the ce | rtificate) | or a parent or legal | guardi | ian of the regi | strant. | | |
| | A party entitled to receive record in order to comply v | | | | | - | - | ion agency seeking | the birth |
| | A member of a law enforce official business. (Compan | _ | - | • | _ | | | • | - |
| | A child, grandparent, gran | dchild, broth | er or sist | ter, spouse, or dome | estic pa | artner of the r | egistrant. | | |
| | An attorney representing to court to act on behalf of the please include a copy of the | e registrant | or the re | gistrant's estate. (If | you a | re requesting | | | |
| | | | | | | | | | |
| APPL | LICANT INFORMATION (F | LEASE PRI | INT OR 1 | ГҮРЕ) | То | day's Date: | | | |
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| Printe Mailin City Daytir (BIRT City o | cy Name (if appropriate) d Name and Signature of Appropriate g Address – Number, Street ne Telephone (include area con) H CERTIFICATE INFORM H Name on Certificate (LAST) | State / Proode) | vince | ZIP Code Country RINT OR TYPE) FIRST Name on C |) P | Purpose of Re Number of Cop Name of Perso Mailing Addres City pted: \[\sum \cdot | quest pies on Receiving ss for Copies MID County of I | Copies, if Different s, if Different from A State (If Yes, see #4 on P DLE Name on Cert | pplicant ZIP Code Page 2) ifficate |
| Agende Printe Mailin City Daytir (BIRT City o Date of | by Name (if appropriate) d Name and Signature of Appropriate g Address – Number, Street me Telephone (include area or) H CERTIFICATE INFORM Name on Certificate (LAST) f Birth (must be in California) | State / Proode) ATION (PL | vince EASE P | ZIP Code Country RINT OR TYPE) FIRST Name on C |) P | Purpose of Re Number of Cop Name of Perso Mailing Addres City pted: Ne | quest pies on Receiving ss for Copies MID County of I | Copies, if Different s, if Different from A State (If Yes, see #4 on P DLE Name on Cert | r from Applicant pplicant ZIP Code rage 2) ifficate Male |

INFORMATION: Birth records have been maintained in the Office of the State Registrar of Vital Records since July 1, 1905.

The "Birth" name required on Vital Records (see Items 1C, 6C, 7C, 9C, and 12C) is the name given at birth, or a name received through adoption, court-ordered name change, or Naturalization. AKA's (Also Known As) and assumed names cannot be entered as the legal "Birth" name.

INSTRUCTIONS:

- 1. As of July 1, 2003, **ONLY** individuals who are authorized by Health and Safety Code Section 103526 can obtain a Certified Copy of a Birth Record to establish identity of the registrant (person listed on the certificate). (Page 1 identifies the individuals who are authorized to make the request.) All others may receive a Certified Informational Copy which will be marked, "Informational, Not a Valid Document to Establish Identity."
 - **Confidential Information on Birth Record:** Some individuals have special needs for a birth certificate that contains the confidential information provided at the time the birth record was prepared. This confidential information may be used to establish ethnicity, to provide health background, or for other personal reasons. For information on how to obtain a birth certificate containing the confidential information, please refer to the Birth Certificate section of our website: www.cdph.ca.gov (then select "Services"). Only specific individuals may obtain confidential copies.
- 2. Complete a separate application for each birth record requested.
- 3. Complete the **Applicant Information** section on Page 1 and provide your signature where indicated. In the **Birth Certificate Information** section, provide all the information you have available to identify the birth record. If the information you furnish is incomplete or inaccurate, we may not be able to locate the record.
- 4. **If the registrant has been adopted**, make the request in the **adopted** name. (If you're requesting a copy of the **original** birth certificate, you **must** provide a court order releasing the original sealed record.)

5. **SWORN STATEMENT:**

- The authorized individual requesting the certified copy must sign the attached Sworn Statement, declaring under penalty of perjury that they are eligible to receive the certified copy of the birth record, and identify their relationship to the registrant the relationship must be one of those identified on Page 1.
- If the application is being submitted by mail, the Sworn Statement **must be** notarized by a Notary Public. (To find a Notary Public, see your local yellow pages or call your banking institution.) **Law enforcement** and local and state governmental agencies are exempt from the notary requirement.
- You do not have to provide a Sworn Statement if you are requesting a Certified Informational Copy of the birth record.
- 6. Submit \$14 for **each** copy requested. If no birth record is found, the \$14 fee will be retained for searching the record (as required by law) and a "Certificate of No Public Record" will be issued to the applicant. Indicate the number of copies you want and include the correct fee(s) in the form of a personal check or postal or bank money order (International Money Order for out-of-country requests) made payable to the **Office of Vital Records**. Mail this application with the fee(s) to the Office of Vital Records at the address below.
- 7. Returning Completed Certificates: Completed certificates are returned using the U.S. Postal Service.

Office of Vital Records - MS 5103 P.O. Box 997410 Sacramento, CA 95899-7410 (916) 445-2684

SWORN STATEMENT

| I,, decl, decl, that I am an authorized person, as defined in California Health | | |
|--|--|--|
| certified copy of the birth or death record of the following indiv | idual(s): | |
| Name of Person Listed on Certificate | Applicant's Relationship to Person I (Must Be a Relationship Listed on Pa | |
| | | |
| (The remaining information must be completed in the presence of a N | lotary Public or Office of Vital Records staff.) | |
| Subscribed to this day of (Month) | , 20, at(City) | _,(State) |
| | | |
| Note: If submitting your order by mail, you must of Acknowledgment below. The Certificate of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and act to the submitted of Acknowledgment and local and act to the submitted of Acknowledgment and a | knowledgment must be completed by | a Notary Public. |
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CALIFORNIA COUNTY RECORDERS

| Alameda | 1108 Madison Street, Room 214, Oakland, C 94607, (510) 272-6363 |
|----------------------------|---|
| Alpine | P.O. Box 217, Markleeville, CA 96120-0217, (530) 694-2286 |
| Amador | 810 Court Street, Jackson, CA 95642 Attn: Tico, (209) 223-6468 |
| Butte | 25 County Center Drive, Administration Building., Oroville, CA 95965, (530) 538-7691 |
| Calaveras | Government Center, 891 Mountain Ranch Road, San Andreas, CA 95249, (209) 754-6372 |
| Colusa | 546 Jay Street, Colusa, CA 95932-2491, (530) 458-0500 |
| Contra Costa | 555 Escobar Street, Martinez, CA 94553, (925) 646-2365 |
| Del Norte | 981 H Street, Suite 160, Crescent City, CA 95531, (707) 464-7216 or 7205 |
| El Dorado | 360 Fair Lane, Placerville, CA 95667, (530) 621-5490 |
| Fresno | 2281 Tulare Street, Room 303, or P.O. Box 766, Fresno, CA 93712, (559) 488-3476 |
| Glenn | 526 West Sycamore Street, Courthouse, Willows, CA 95988, (530) 934-6412 |
| Humboldt | 825 5th Street, Fifth Floor, Eureka, CA 95501, (707) 445-7382 |
| Imperial | 940 Main Street, Room 206, El Centro, CA 92243, (760) 482-4272 |
| Inyo | Courthouse, 168 N. Edwards Street, Independence, CA 93526, (760) 878-0222 |
| Kern | 1655 Chester Avenue, Bakersfield, CA 93301, (661) 868-6400 |
| Kings | Government Center, 1400 W. Lacey Blvd., Hanford, CA 93230, (559) 582-3211, X 2470 |
| Lake | Courthouse, 255 North Forbes Street, Lakeport, CA 95453, (707) 263-2293 |
| Lassen | Courthouse, 220 S. Lassen Street, Suite 5, Susanville, CA 96130, (530) 251-8234 |
| Los Angeles | 12400 Imperial Highway, Room 1002, Norwalk, CA 90650, (562) 462-2137 or 2103 |
| Madera | 200 West 4 th Street, Madera, CA 93637, (559) 675-7724 |
| Marin | 3501 Civic Center Drive, Courthouse, Room 234, San Rafael, CA 94903, (415) 499-6094 |
| Mariposa | 4982 10th Street, P.O. Box 35, Mariposa, CA 95338, (209) 966-5719 |
| Mendocino | 501 Low Gap Road, #1020, Ukiah, CA 95482, (707) 463-4376 |
| Merced | 2222 M Street, Merced, CA 95340, (209) 385-7627 |
| Modoc | 204 S. Court Street, Room 107, Alturas, CA 96101-4020, (530) 233-6205 |
| Mono | 74 School Street, First Floor, P.O. Box 237, Bridgeport, CA 93517-0237, (760) 932-5530 |
| Monterey | 168 West Alisal Street, First Floor, P.O. Box 29, Salinas, CA 93902-0029, (831) 755-5041 |
| Napa | 900 Coombs Street, Room 116, P.O. Box 298, Napa, CA 94559-2936, (707) 253-4246 or 4105 |
| Nevada | 950 Maidu Avenue, Nevada City, CA 95959, (530) 265-1221 |
| Orange | 12 Civic Center Plaza, P.O. Box 238, Santa Ana, CA 92702-0238, (714) 834-2500 |
| Placer | 2954 Richardson Drive, Auburn, CA 95603, (530) 886-5600 |
| Plumas | 520 Main Street, Room 102, Quincy, CA 95971, (530) 283-6218 |
| Riverside | 2724 Gateway Drive, or P.O. Box 751, Riverside, CA 92502-0751, (951) 486-7000 |
| Sacramento | 600 8th Street, or P.O. Box 839, Sacramento, CA 95812-0839, (916) 874-6334 |
| San Benito | 440 5th Street, Room 206, Hollister, CA 95023-3896, (831) 636-4029 |
| San Bernardino | 222 W. Hospitality Lane, First Floor, San Bernardino, CA 92415-0022, (909) 387-8314 |
| San Diego | 1600 Pacific Highway, Room 260, or P.O. Box 1750, San Diego, CA 92112-4147, (619) 237-0502 ext. 20 |
| San Francisco | One Dr. Carlton B. Goodlett Place, City Hall Room 190, San Francisco, CA 94102-4698, (415) 554-4176* |
| San Francisco Health Dept. | 101 Grove Street, Room 105, San Francisco, CA 94102, (415) 554-2700**, (415) 554-2710*** |
| San Joaquin | 6 South El Dorado, Second Floor, or P.O. Box 1968, Stockton, CA 95201-1968, (209) 468-3939 |
| San Luis Obispo | 1055 Monterey Street, D120, San Luis Obispo, CA 93408, (805) 781-5080 |
| San Mateo | Vital Records, 1st Floor, 555 County Center Dr., Redwood City, CA 94063-1665, (650) 363-4713 1101 Anacampa Street, P.O. Box 159, Santa Barbara, CA 93102-0159, (805) 568-2250 |
| Santa BarbaraSanta Clara | County Government Center, East Wing, 70 W. Hedding St., San Jose, CA 95110, (408) 299-2481 |
| Santa Cruz | 701 Ocean Street, Room 230, Santa Cruz, CA 95060, (831) 454-2800 |
| Shasta | 1450 Court Street, Suite 208, Redding, CA 96001, (530) 225-5678 |
| Sierra | P.O. Drawer D., Downieville, CA 95936, (530) 289-3295 |
| Siskiyou | 311 4th Street, P.O. Box 8, Yreka, CA 96097, (530) 842-8065 |
| Solano | 675 Texas Street, Fairfield, CA 94533, (707) 784-6290 |
| Sonoma | 585 Fiscal Drive, Room 103F, or P.O. Box 1709, Santa Rosa, CA 95402, (707) 565-2651 |
| Stanislaus | 1021 I Street, Suite 101, or P.O. Box 1670, Modesto, CA 95353, (209) 525-5251 |
| Sutter | 433 Second Street, or P.O. Box 1555, Yuba City, 95992-1555, (530) 822-7134 |
| Tehama | 633 Washington Street, P.O. Box 250, Red Bluff, CA 96080, (530) 527-3350 |
| Trinity | 11 Court Street, P.O. Box 1215, Weaverville, CA 96093, (530) 623-1215 |
| Tulare | County Civic Center, 221 S. Mooney Blvd., Room 105, Visalia, CA 93291-4593, (559) 733-6419 |
| Tuolumne | 2 South Green Street, Sonora, CA 95370, (209) 533-5531 |
| Ventura | 800 South Victoria Avenue, LN 1260, Ventura, CA 93009, (805) 654-2295 |
| Yolo | 625 Court Street, Room B01, Woodland, CA 95695, (530) 666-8130 |
| Yuba | 915 8th Street, Suite 107, Marysville, CA 95901, (530) 749-7851 |
| | |

^{*} Marriages ** Births *** Deaths