Colorado Birth Certificate Request

Vital Records 1675 W. Garden of the Gods Rd. **Suite 2044** Colorado Springs, CO 80907 www.elpasocountyhealth.org

Email: healthinfo@elpasoco.com

Phone: (719) 578-3199

Online Orders: www.vitalchek.com Apply in person for same-day service Walk-in hours: Monday to Friday, 7:45 a.m. to 4:00 p.m. Closed weekends and legal holidays

FOR OFFICE USE ONLY SF # CASH
CHECK # CC #

We are not responsible for records lost in the mail.

Colorado has birth records for the entire state since 1910. Birth certificates are also available from the county office(s); for all county locations visit www.colorado.gov/cdphe/vitalrecords.

El Paso County, CO
Public (ealth
Prevent • Promote • Protect

- **Requirements:**
- This request must be completed in full.
- Enclose a copy of a current driver's license, passport or state identification. (See reverse side for complete list of primary and secondary identification options)
- Enclose appropriate fees. 0
- Person requesting to receive a birth certificate must sign below. 0
- Proof of relationship is required (parents and registrant excluded). 0
- Enclose a copy of the death certificate if the person is deceased.

Requestor Information

Expiration Date:

Print name of person F making request	irst		Middle	e	Last									
Mailing Address			Apt#	City			State	2	Zip		Daytime Phone	9		
Physical Address			Apt#	City			State	Ž	Zip		Alt Phone Num	nber		
Your Relationship to (person named on certific reverse side for eligibility	_	0	Self Chilo her:	0	Parent Stepchild		Grandpa Legal gua		Step-pare Legal rep		O Sibling tative		O Sp	ouse O
Reason for Request:	O Nev	vborn	0	Travel/Pa	ssport O	Reco	ords O	School	O Insu	rance	O Other:			
Registrant Informa	tion	Info	rmatio	n about pers	son whose birth ce	rtific	ate is being	requested. P	lease type or p	print				
Full Name at Birth First					Middle			Last						
Date of Birth	Month	Day	Yea	ar	Is this person	ı De	ceased?	Yes O	No O Da	ate of	Death:			
Place of Birth	City				County			State (Colorado only)						
Full Name of Mother	First			Middle			Maiden Last Name (name prior to first marriage)							
Full Name of Father	Father First				Middle			Last						
Pursuant to Colorado Rein the record requested. Than one year or both suc	The penalties	for obta	ining a	record unde	er false pretenses i								_	
By signing below, I have SIGN HERE	e read and (inderst	and th	nat there a	re penalties for o	btai	ining a reco	ord under f	alse pretens	es.		Today	's date	!
Ordering options: **In person 7:45 a.m. tholidays.	to 4:00 p.m.,	Monday	to Fric	lay. Closed	weekends and lega	al	Charge Cost o	es: of certificate	es:					
** Online at www.vitalo							Cost	'5 for one of Birth Veri '5 for one	fication		_		_	
**Mail in application: include check, money order or credit card information. Make check or money order payable to Vital Records. Please do not send cash. Certificate(s) mailed within 3-5 business days after receipt of required documentation. Genealogy requests available 2 weeks after all required documentation is submitted.						\$10.0 (of the	00 for each e same record, o	extra certificat		_		_		
**Credit card orders: (Card Type: O VISA					iing ID) r American Express)		(ALL or	00 Exchange riginal Certificat Charges	e rate les must be return	ned at time	e of re-order)		_	
Cardholder Name: Card Number:						<u> </u>					regular mail, unl		omer.	

*Certified birth certificates may be issued to:

Please note that proof of relationship is required if your name is not listed on the birth certificate: (e.g. marriage certificates, birth certificates, court orders)

The registrant (person named on the certificate)

Parents

Grandparents

Spouse

Adult children

Legal guardian

Great grandparents Legal representatives of any of the above must present proof of client relationship

Grandchild For complete list visit: http://www.colorado.gov/cdphe/vitalrecords

Stepparents Siblings

The Office of the State Registrar ov Vital Statistics requires the following documentation:

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

Or at least 2 of the following:

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

'Primary' List:

Prima	iry List:	Secondary List:					
I	Alien Registration Receipt/Permanent	I	Acknowledgment of Paternity document (Colorado only)				
I	Resident Card	I	Birth Certificate of Applicant (U.S. only)				

Certificate of U.S. Citizenship

City of Denver County Jail Inmate ID

I Court order of adoption or name change
Craft or trade license (Colorado only)

Colorado Department of Corrections ID card I DD-214
CO Temporary Driver's License (with hole-punched Driver's License) I Divorce Decree (U.S. only)

Department of Human Services Youth Corrections ID

Hospital birth worksheet (ID for mothers- within 6 months of event)

Employment Authorization Card (I-766)

I Hunting or Fishing License (must be current-Colorado only)

Foreign Passport I IRS-TIN card

Government Work ID I Marriage license (U.S. only)

Job Corps ID I Medicare Card

Photo Driver's License I Merchant mariner card

Photo ID Card (DMV)

I Mexican voter registration card

School University or College ID Card (must be current)

Meter vehicle registration or title (must be current U.S. only)

School, University or College ID Card (must be current)

I Motor vehicle registration or title (must be current -U.S. only)
Temporary Resident Card

I Pilot license

U.S. B1/B2 Visa card with I-94

I Selective Service Card (U.S. only)

U.S. Certificate of Naturalization

I Social Security Card

U.S. Citizenship ID Card (I-197)

U.S. Military ID Card

I Social Services Card (Medicaid, WIC)

State or Federal Prison or Corrections Card

U.S. Passport I Tribal ID Card

I Weapon or gun permit (U.S. only)

Work ID, Paycheck Stub (within 3 months), or W-2 (last tax year)

I Any Expired document from the "Primary" List (cannot be expired

more than 6 months)

We are sorry, but we cannot accept:

I Matricula Consular Card

I Novelty ID Card

Non-expiring Identification Cards

l City or County Prison/Jail ID

I Souvenir Birth Certificates

I Temporary Driver's Licenses or Temporary State ID Card

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

Colorado offers a voluntary adoption registry for birth parents and adopted children

For more information on the Colorado Voluntary Adoption Registry, contact Health Statistics and Vital Records, Colorado Department of Public Health and Environment, 4300 Cherry Creek Drive South (HSVR-VR-A1), Denver, Colorado 80246-1530 or call Samuel Vasquez, Jr. at 303-692-2227.