

COLORADO BIRTH CERTIFICATE REQUEST

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 http://www.colorado.gov/cdphe

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- In Person: Same day service. Hours are Monday-Friday 8:30 a.m.- 4:30p.m.
- Mail Orders: Send check or money order payable to Vital Records to the address listed on the right. Orders are mailed in 2 weeks after receipt of your request. Phone Orders: 1-866-300-8540

*Within the continental U.S.

• Online Orders: www.vitalchek.com Phone and Online orders are mailed 3-5

Vital Records - Certification 4300 Cherry Creek Drive South Denver, CO 80246-1530 www.colorado.gov/cdphe

Email: vital.records@state.co.us

**\$10.00 convenience charge will be added

days after receipt of t	he request				Prione: (303)	092-2200		
This request must be completed in full. Please type or print clearly. Enclose a copy of a current driver's license, passport or State identification (see reverse side). Enclose appropriate fees Person requesting to receive a birth certificate must sign below. Proof of Relationship is required (Parents and Registrant excluded) Enclose a copy of the death certificate if the person is deceased.								
Requestor Information (Please Print)								
Name of Person Making Request		: Name	Middle		Las		Email:	
Mailing Address	Stree	et Ap	ot #	City	State	Zip	Daytime Pho ()	one
Physical Address	Stree	et Ap	ot#	City	State	Zip	Alt Phone N	umber
Relationship to Registrant* (person named on □Self □Parent □Grandparent □Step-pare certificate) □ Legal representative □ Other* *see reverse side					nt □Sibling	□Spouse □	IChild □Stepchi	ld □Legal guardian
Reason for Request: ☐ Newborn ☐ Travel/Passport ☐ Records ☐ School ☐ Insurance ☐ Other:								
Registrant Informat Person listed on the birt Full Name at Birth	h certifica First	ate. **If a		Middle		Last		of the reverse side.**
Date of Birth	Month	Day	Year	Is this person dec		☐Yes ☐I		
Place of Birth	City		<u> </u>	County	provide a copy	of the death c	State Colorado Ol	NLY
Full Name of Mother or Parent A	First			Middle			OR TO FIRST MARRI	
Full Name of Father or Parent B	First			Middle LAST N		LAST NAME PRI	NAME PRIOR TO FIRST MARRIAGE	
Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00, or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118).								
By signing below, I have read and understand that there are penalties for obtaining a record under false pretenses. Today's Date								
Sign Here								
Charges: (FEES NON-REFUNDABLE)								
\$20.00 for one (or search when no record found)								er □American Express
Please check your shippir ☐ Regular Mail (\$0.00) ☐ FedEx* next business ONLY) (\$20.00) ☐ UPS* next business aft		\$	Card Number: _ _ _ _ _ _ _ _ _					

Proof of Relationship

If your name is not listed on the birth certificate, <u>proof of relationship is required</u> before the birth certificate will be issued (e.g. marriage certificate, birth certificate, court orders). Certified Birth certificates may be issued to:

- The registrant (person named on the certificate)
- Spouse
- Parents
- Siblings
- Adult children
- Grandparents
- Great grandparents
- Grandchild
- Stepparents
- Legal guardian

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

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

Proof of Identity

PRIMARY LIST OR SECONDARY LIST WE CANNOT ACCEPT THE **FOLLOWING:** Submit two of the following ONLY if you do not have a document listed under the Primary List. Submit one of the following. Documents expired more than six months will not No expired documents accepted. be accepted. Acknowledgment of Paternity document(Colorado only) Matricula Consular Card Novelty ID Card → Alien Registration Receipt/Permanent Resident Card Birth Certificate of Applicant (U.S.A only) Non-expiring Identification Cards → Certificate of U.S. Citizenship Court order of adoption or name change (unless issued in last 5 years) Jail Temporary Inmate ID: Denver and Pueblo Colorado craft or trade license Souvenir birth certificates DD-214 county Divorce Decree (U.S.A only) Hospital birth worksheet (for infants under 6 months) Out-of-StateTemporary Driver's Colorado Department of Corrections ID card license or Temporary State ID → CO Temporary Driver's license / State ID (must be Hunting or Fishing License (must be current-Colorado Medicaid card / WIC → Department of Human Services Youth Corrections ID only) IRS-TIN card Employment Authorization Card (I-766) Marriage license (U.S.A only) → Foreign Passport→ Government Work ID Medicare Card Foreign or International Driving License (with photo) Job Corps ID Mexican voter registration card → Photo Driver's license / Photo ID Card (DMV U.S. Motor vehicle registration or title (U.S.A only) only) → School, University or College ID Card (must be Pilot license Selective Service Card (U.S.A only) current) → Temporary Resident Card → U.S. B1/B2 Visa card with I-94 Social Security Card State or federal prison or corrections card Weapon or gun permit (U.S.A only) U.S. Certificate of Naturalization Work ID, Paycheck Stub (within 3 months) or W-2 (Last → U.S. Citizenship ID Card (I-197) → U.S. Military ID card tax year) Any Expired document from the Primary List (cannot be U.S. Passport U.S. Merchant Mariner ID / Book expired more than 6 months)

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.

OPTION AVAILABLE FOR ADOPTIONS

""OPTION AVAILABLE FOR ADOPTIONS""					
Only an adoptive parent or adopted person is eligible for this special service. ONLY sign below if you wish the statement					
"ISSUED PURSUANT TO ADOPTION" to appear on the birth certificate which indicates this person is adopted.					
Sign Here					
	Signature of: adopted person adoptive parent				
Number of copies to be issued with "Issued pursuant to					
adoption" requested:					