



Birth Certificate Request Form

Utah Birth Records are available from 1905–present. Please read this application carefully. Records may be requested by the general public 100 years or more after the date of birth through Utah’s Division of Archives and Record Services.

It is a criminal offense (26B-8-133) to make false statements on this application or to fraudulently obtain a vital record certificate. Certificates may be ordered by the named individual on the certificate or by his or her parent. With proof of relationship, a sibling, current spouse, child, grandparent, or grandchild can also order. Otherwise, proof of a legal need is required. All fees paid are non-refundable.

Birth Record Information

Full Name on Record: _____ Is Person Deceased? Yes No
First Middle Last

Date of Birth: _____ County: _____

Parent 1 _____
(Full Maiden Name) Birth Date State or Country of Birth

Parent 2 _____
(Full Name) Birth Date State or Country of Birth

Requestor’s Information (Identification is required)

Name: _____ Telephone number: _____

Address: _____
Street address City State ZIP

Signature: _____ Date: _____

Relationship to individual on certificate: Self Parent **OR**

I am Sibling Spouse Child Grandparent Grandchild Other Specify: _____
and I have documentary proof of my relationship or have legal need paperwork.

Number of Certified Copies Requested

1 Search (non-refundable) includes 1 Certified Copy: \$ 25.00
____ Additional Certified Copies x \$10.00 each: \$ _____
____ Expedite Fee (amendments only): \$ _____
____ Affidavit Fee (amendments only): \$ _____
____ Other Fees: _____ \$ _____
Total Fee: \$ _____

Notice: All CARD payments will be assessed a processing fee of 2.50%, with a minimum of \$1.55.

Please Make Checks Payable To: Davis County Health Department

Please DO NOT Mail Cash

FOR OFFICE USE ONLY

Payment Method: Cash	Check/M.O.	Credit/Debit*
Date: _____	Request # _____	_____
Clerk Initials: _____	Certificate Paper # _____	_____

Acceptable Identification List to Obtain Vital Records

ID MUST BE CURRENT

Identification is required for all non-public Vital Records. Mailed requests must include an easily identifiable photocopy of the back and front of your identification from the list below. If no identification is enclosed, your application will be returned.

Primary (Need 1 of the following)

- Government-issued Photo Driver License
- Government-issued Photo ID Card
- Employment Authorization Card
- U.S. Military ID Card
- Tribal ID Card
- Permanent Resident Card
- Foreign VISA
- U.S. Passport or U.S. Passport Card
- Foreign Passport
- U.S. Naturalization Certificate or Certificate of Citizenship
- U.S Citizen Identification Card
- Matricula Consular Card
- Concealed Weapon Permit
- Mexican Voter Registration Card
- Jail/Prison Release Form (with picture)
- Veteran's Health ID Card

OR

Secondary (Need 2 of the following)

- Work ID/W-2/Paycheck
- School, College, or University ID (with date)
- Voter Registration Card
- Social Security Card
- U.S. Military Separation/DD-214
- Motor Vehicle Registration/Title
- Marriage License (certified copy with signatures, not an abstract version)
- Court Order or Court Document
- Jail/Prison Documents
- Probation Documents
- Property Tax Receipt
- Selective Service Card
- Hunting/Fishing License
- Insurance Card or Document
- Utility Bill
- Business License
- Professional License

We Cannot Accept Driving Privilege Card OR Novelty ID Card UCA 53-3-207(7)b(ii)

If you cannot provide acceptable identification, you may have a spouse, parent, grandparent, sibling, or adult child who can provide appropriate identification request the vital record.

The State of Utah requires proof of relationship.