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Application for Certified Copy of Vermont Birth or Death Certificate

Use this form to request a certified birth certificate or death certificate for one person.
Multiple copies of the same certificate can be requested with this form.

Birth Certificate (BC)

Name of Child: First _____ Middle _____ Last* _____ Suffix _____

Date of Birth*: __/__/____ Sex*: Male Female Town of Birth*: _____

Name of Mother/Parent: First _____ Middle _____

Last Name at Birth (surname): _____

Name of Father/Parent: First _____ Middle _____ Last _____

Is this a Certificate of Live Birth for a Foreign-Born Child? Yes No

Death Certificate (DC)

Name of Deceased: First _____ Middle _____ Last* _____ Suffix _____

Date of Death*: __/__/____ Sex*: Male Female Town of Death*: _____

Name of Mother/Parent: First _____ Middle _____ Last _____

Name of Father/Parent: First _____ Middle _____ Last _____

Applicant Information

Your Name: First* _____ Middle _____ Last* _____

If funeral home employee, add business name: _____

Mailing Address*: _____ City: _____

State: _____ Zip code: _____ Date of Birth*: __/__/____

Daytime Phone*: (____) _____ - _____ Email Address: _____

Applicant's Relationship to Person Named on Certificate*

Self (BC only)

Spouse

Child

Parent

Sibling

Grandparent

Legal Guardian

Court Appointed Executor or Administrator

Petitioner for Decedent's Estate (DC only)

Legal Representative (for one of the above)

Authorized by Court Order (must present document)

Authority for Final Disposition (DC only)

Social Security Administration (DC only)

U.S. Department of Veterans Affairs (DC only)

Deceased's Insurance Carrier (DC only)

* = Required Field

Request for a Certified Copy of a Vermont Birth or Death Certificate

Applicant's Identification Document(s)*:

Submit a copy of one (1) of these documents

- U.S. issued Driver's License or ID Card
- U.S. Territories Driver's License or ID Card
- Tribal ID Card containing your signature
- U.S. Military ID Card containing your signature
- Passport: U.S. or Foreign issued
- VISA: U.S. issued and included within a Passport containing your signature
- U.S. Resident Alien Card or U.S. Green Card or U.S. Permanent Resident Card (Form I-551)
- U.S. Employment Authorization Document or Card (Form I-765)
- Valid State of Vermont Employee ID

Document # _____

Expiration Date: ___/___/_____

- "Affidavit of Homeless Status" form
- Documentation from Vermont Department of Corrections substantiating identity

Or submit copies of two (2) of these documents

These 2 documents together must show your current address and your signature.

- Employment Photo ID Card with a Pay Stub or U.S. Internal Revenue W-2 form
- School, University or College Photo ID with Report Card or other proof of current enrollment
- Federal or State ID issued by departments, bureaus, or agencies of corrections or prisons
- Social Security or Medicare Card with your signature
- Pilot's License
- Car Registration or Title with current address
- U.S. Selective Service Card
- Voter's Registration Card
- Filed Federal Tax Form with current address and signature
- Bank Statement, Property or Utility Bill with current address
- U.S. or State Court documents with current address

Order Summary

Total Number of Copies Requested: _____ x \$10.00 each = Order Total: \$ _____

Make checks or money orders (U.S. funds) payable to

Mail payment with this completed form, copy of identification and a self-addressed envelope to:

Or bring completed form, identification and your payment to:

Verification

Any person who knowingly makes a false statement, misrepresentation or certification as to any material fact on this application shall be fined not more than \$10,000 or imprisoned for not more than six months or both. 18 V.S.A. § 131(c).

I certify that the information provided on this form is true and I am eligible to receive a certified copy.

Signature*: _____ Date Signed*: ___/___/_____

Print Name*:

FOR OFFICE USE ONLY:

ID checked and validated by:

CID:

CPA-B:

CPA-E:

Fee enclosed: \$

Date:

Check Number: