MIDDLETOWN HEALTH DEPARTMENT
Vital Statistics
245 deKoven Drive
Middletown, CT 06457

860-638-4960

www.MiddletownCT.gov

By:_____

REQUEST FOR A CERTIFIED COPY OF A BIRTH CERTIFICATE

**********PLEASE COMPLETE ENTIRE FORM**********

TODAY'S DATE_____

Full Name *AT BIRTH*:_____
First Middle Last

Date Of Birth:_____/_____/_____ **Place Of Birth:**_____
Month Day Year Town/City

Father/Parent Full Name:_____
First Middle Last

Mother/Parent *MAIDEN* Name:_____
First Middle *MAIDEN* Last

Name Of Person Making This Request:_____

Address:_____

Town/City:_____**State:**_____ **Zip Code:**_____

Telephone No:_____**E-Mail Address:**_____

Signature: X _____

Relation to Person Named On Certificate:_____

❑ **FULL SIZE - $20 per copy**	❑ **WALLET SIZE - $15 per copy**	**TOTAL NUMBER OF COPIES:**
Number Of Copies: _____	**The wallet size birth certificate contains less information than the full size certificate. It may not satisfy all proof of identification requirements such as those needed for a passport.** **Number Of Copies:** _____	_____ **x $15 each wallet = $** _____ _____ **x $20 each full = $** _____ **Total Due = $** _____ **Forms of payment accepted: cash, check or money order made payable to:** **Middletown Health Department**

Include a copy of the requester's valid government issued photo ID, ie: driver's license or passport.

IF ABOVE IS NOT AVAILABLE, we can accept two (2) of the following:

- Social security card
- Written verification of identity from employer/pay stub
- Automobile registration
- Voter's registration card
- Recent Utility Bill with current name and address
- Recent Bank Statement with current name and address

Please mail the completed request with the following requirements to the above address:

-ID as described to left is **REQUIRED**

-Self-addressed, stamped envelope (except for births occurring after 2002)

-If applicable, verification of relationship to the registrant (ie: an individual requesting parent's birth certificate must provide a certified copy of own birth certificate