



Vital Records Office: Monday to Friday 8:00 a.m. to 4:30 p.m.
133 South 500 East Vernal, UT 84078 (435) 247-1180

Roosevelt Office: Monday to Friday 8:00 a.m. to 4:30 p.m.
409 East 200 North Roosevelt, UT 84066(435) 722-6300

BIRTH CERTIFICATE REQUEST FORM

Utah births from 1931 to present on database. Photo ID must be current, if expired can only be used within the 90 day period.

Utah doesn't offer a free birth certificate for newborns. Many hospitals offer a souvenir certificate which is not legally valid and is not provided by our office.

WARNING: IT IS A CRIMINAL VIOLATION TO MAKE FALSE STATEMENTS ON VITAL RECORDS REQUEST FORMS OR TO FRAUDULENTLY OBTAIN A VITAL RECORDS CERTIFICATE.

FULL NAME AS IT SHOULD APPEAR: _____

DATE OF BIRTH: _____ PLACE OF BIRTH (CITY): _____ COUNTY: _____

FULL BIRTH NAME OF PARENT: _____ BIRTH DATE: _____ STATE OF BIRTH: _____
(Full Name, Maiden)

FULL BIRTH NAME OF PARENT: _____ BIRTH DATE: _____ STATE OF BIRTH: _____
(Full Name, Maiden)

Note: Positive identification is required (see reverse). If submitting by mail, please include a copy of both sides of your identification. Certificates may be ordered by the named individual or by his or her parent, sibling, current spouse, child, grandparent or grandchild. Otherwise, proof of legal need is required. **POSITIVELY NO EX SPOUSES ARE ENTITLED**

FIRST CERTIFIED COPY: \$22.00 (effective 07/01/2020)
EACH ADDITIONAL CERTIFIED COPY (ORDERED AT SAME TIME): \$10.00
MAKE CHECKS PAYABLE TO: TRICOUNTY HEALTH DEPARTMENT. FEES ARE SUBJECT TO CHANGE

INDIVIDUAL MAKING REQUEST PLEASE FILL OUT BOTTOM SECTION - NEEDS TO BE FILLED OUT

RELATIONSHIP to individual on certificate: Self Mother Father Sibling Spouse Child Maternal or Paternal Grandparent Grandchild

IMMEDIATE FAMILY ONLY: (NO IN LAWS, STEP-PARENT/CHILD, AUNTS, UNCLES, ARE NOT ENTITLED TO CERTIFICATE)

Name: _____ Daytime phone number: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Reason for requesting certificate: _____

Signature: _____ Date: _____

 1 SEARCH (NON REFUNDABLE) INCLUDES 1 CERTIFIED COPY \$ 22.00

 ADDITIONAL CERTIFIED COPIES (\$10.00 EACH) \$ _____

Driver License or State ID #: _____ Clerk's Initials: _____

Paid: Cash Check Money Order Credit Card

**UTAH DEPARTMENT OF HEALTH
OFFICE OF VITAL RECORDS AND STATISTICS**

Acceptable Identification List to Obtain Certified Documents

Identification is required for the purpose of a Utah Birth or Death Certificate. Mailed requests must include an enlarged and 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. (All identification MUST be current.)

PRIMARY

At least one of the following:

Photo Driver's License
Photo ID Card
School, University or College ID Card
Employment Card
US Military ID Card
Tribal ID Card
Alien Registration Card/Permanent Resident Card
Temporary Resident Card
US Passport
Foreign Passport
US Certification of Naturalization
Certificate of US Citizenship
US Citizenship ID Card
Metricula Consular Card
Concealed Firearm Permit (current)
Mexican Voter Registration Card

SECONDARY

Or at least two of the following:

Work Identification or Paycheck/W-2
Voter Registration Card
Social Security Card
US Military Separation/DD-214
Motor Vehicle Registration/Title
Probation Documents
Marriage License
Divorce Decree
Property Tax Receipt
Veterans Universal Access ID Card
Pilot License
Hunting/Fishing License (not expired) current
Court Order or Adoption or Name Change
Court Orders/Court Papers
Utility Bill
Jail/Prison ID or Release form (with picture)

WE CANNOT ACCEPT:

**Novelty ID Card
Driving Privilege Card**

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