

Application to Local Registrar for Copy of Birth Record

CERTIFICATE INFORMATION

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">First</td> <td style="width: 33%; text-align: center;">Middle</td> <td style="width: 33%; text-align: center;">Last</td> </tr> <tr> <td colspan="3" style="padding: 5px;">Name</td> </tr> </table>	First	Middle	Last	Name			<p>Date of Birth</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> </tr> <tr> <td>M</td><td>M</td><td>D</td><td>D</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>									M	M	D	D	Y	Y	Y	Y
First	Middle	Last																					
Name																							
M	M	D	D	Y	Y	Y	Y																
<p>Place of Birth</p> <p>Hospital (if not hospital, give street & number)</p>	<p>(Village, Town or City)</p> <p style="text-align: right;">County</p>																						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">First</td> <td style="width: 33%; text-align: center;">Middle</td> <td style="width: 33%; text-align: center;">Last</td> </tr> <tr> <td colspan="3" style="padding: 5px;">Father</td> </tr> </table>	First	Middle	Last	Father			<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Maiden Name of Mother</td> <td style="width: 33%; text-align: center;">First</td> <td style="width: 33%; text-align: center;">Middle</td> <td style="width: 33%; text-align: center;">Last</td> </tr> </table>	Maiden Name of Mother	First	Middle	Last												
First	Middle	Last																					
Father																							
Maiden Name of Mother	First	Middle	Last																				
<p>Number of Copies Requested</p>	<p>Enter Birth No. if Known</p>	<p>Enter Local Registration No. if Known</p>																					
<p>Purpose for Which Record is Required (Check One)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Passport <input type="checkbox"/> Social Security-Retirement <input type="checkbox"/> Social Security-SSI <input type="checkbox"/> Retirement <input type="checkbox"/> Employment <input type="checkbox"/> Other (Specify) _____ </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Working Papers <input type="checkbox"/> School Entrance <input type="checkbox"/> Driver's License <input type="checkbox"/> Marriage Licence </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Welfare Assistance <input type="checkbox"/> Veteran's Benefits <input type="checkbox"/> Court Proceeding <input type="checkbox"/> Entrance into Armed Forces </td> </tr> </table>			<input type="checkbox"/> Passport <input type="checkbox"/> Social Security-Retirement <input type="checkbox"/> Social Security-SSI <input type="checkbox"/> Retirement <input type="checkbox"/> Employment <input type="checkbox"/> Other (Specify) _____	<input type="checkbox"/> Working Papers <input type="checkbox"/> School Entrance <input type="checkbox"/> Driver's License <input type="checkbox"/> Marriage Licence	<input type="checkbox"/> Welfare Assistance <input type="checkbox"/> Veteran's Benefits <input type="checkbox"/> Court Proceeding <input type="checkbox"/> Entrance into Armed Forces																		
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APPLICANT INFORMATION

<p>NAME</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">FIRST</td> <td style="width: 33%; text-align: center;">MIDDLE</td> <td style="width: 33%; text-align: center;">LAST</td> </tr> </table> <p>What is your relationship to person whose record is required?</p> <p><input type="checkbox"/> Self <input type="checkbox"/> Parent <input type="checkbox"/> Other, specify _____</p> <p>Telephone No. (()) - - </p> <p>Social Security No. - - </p>	FIRST	MIDDLE	LAST	<p>If attorney, give name and relationship of your client to person whose record is required</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; border: 1px solid black; height: 30px;"> </td> <td style="width: 20%; border: 1px solid black; height: 30px;"> </td> </tr> <tr> <td style="text-align: center;">(name of client)</td> <td style="text-align: center;">(relationship)</td> </tr> </table>			(name of client)	(relationship)					
FIRST	MIDDLE	LAST											
(name of client)	(relationship)												
<p>Signature of Applicant</p> <p style="text-align: right;">Date</p> <table style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> <td style="border: 1px solid black; width: 25px; height: 25px;"> </td> </tr> <tr> <td>M</td><td>M</td><td>D</td><td>D</td><td>Y</td><td>Y</td> </tr> </table>							M	M	D	D	Y	Y	<p style="text-align: center;">FOR REGISTRAR'S USE ONLY</p> <p style="text-align: center;">(Photocopy ID and attach to application form)</p> <p>TYPE OF ID</p> <p><input type="checkbox"/> Driver's License</p> <p>State ____ No. _____</p> <p><input type="checkbox"/> Other ID, specify _____</p> <p>No. _____</p>
M	M	D	D	Y	Y								
<p>Address of Applicant</p> <p>Street _____</p> <p>City _____ State _____ Zip Code _____</p>													

TYPES OF ACCEPTABLE IDENTIFICATION

1. Driver's license
2. Non-driver's license
3. Passport
4. Naturalization Papers
5. Military ID
6. Employer's Photo ID
7. Two utility bills, showing applicant's name and address
8. Police report of lost or stolen ID

NOTE: COPY WILL NOT BE ISSUED UNLESS ONE OF THE ABOVE TYPES OF IDENTIFICATION IS PRESENTED.

Directions:

- Complete and print the form
- Bring in person or mail with identification to:

Vital Statistics
City Clerk's Office
Memorial City Hall
24 South Street
Auburn, NY 13021

- Make sure to bring or mail this form with the following:
 - identification (acceptable forms listed above)
 - applicable fee(s)

www.AuburnNY.gov