

Request for a Copy of a Birth Certificate

From the Statewide Birth Certificate Issuance Program

This office participates in the Statewide Birth Certificate Issuance Program, which enables you to obtain an abstract copy of a birth certificate of anyone other than an adoptee born anywhere in the state from 1971 forward. This is because the Register of Deeds of this county is legally authorized by the State Registrar to issue copies of certificates from the Statewide Birth Database maintained by the State Vital Records Office in Raleigh. You should not use this service if any of the conditions on the reverse side of this page apply to your request. Please note that **in accordance with state law [G.S. 130-93.1(a) (1)], you will be charged \$14 for each search in this system for a birth certificate, whether the record is located or not.** Furthermore, only the individual whose certificate is requested, his/her immediate family or a legal representative of any of those individuals may obtain a certified copy of a birth certificate. [Anyone may obtain an uncertified copy.] If, after reading and understanding the above facts, you wish to request a certified or uncertified abstract copy of a birth certificate from the Statewide Birth Database, please complete the information requested below.

Please Print

Full Name on Certificate

First Name

Middle Name

Last Name/Maiden

Date of Birth

____ / ____ / ____
Month Day Year

Sex Male Female

Where parents married at time of birth?

Place of Birth

Yes No

Full Name of Father

First Name

Middle Name

Last Name

Full Name of Mother

First Name

Middle Name At Birth

Maiden Name (Required)

Number of Copies Requested: Certified (Legally suitable for any purpose) _____

****\$24.00 per copy and \$15.00 for each additional copy of the same certificate****

Your Relationship to the Person Whose Certificate is Requested: (Check One)

- | | | |
|--|--|--|
| 1. <input type="checkbox"/> Self | 6. <input type="checkbox"/> Grandparent | <input type="checkbox"/> Other (for non-family use only) |
| 2. <input type="checkbox"/> Spouse (current) | 7. <input type="checkbox"/> Authorized agent, attorney | Requestor _____ |
| 3. <input type="checkbox"/> Brother/Sister | or legal representative of | _____ |
| 4. <input type="checkbox"/> Child | the person listed in 1-6 | |
| 5. <input type="checkbox"/> Parent/Step-Parent | (Proof Required) | |

I hereby certify that I have read and understand the information on the top of this page. In particular, I understand that I will be charged for each search conducted by this system, whether or not the certificate is located. I further certify that all the above information that I have provided is true to the best of my knowledge. Note: It is a felony violation of North Carolina Law (G.S. 130A-26) to make a false statement on this application or to unlawfully obtain a certified copy of a birth certificate.

Signature of Person Requesting Certificate

Printed Name of Person Requesting Certificate

Physical Street Address

Date

City, State and Zip Code

Telephone Number

Office Use Only:

Staff Member: _____

Safety paper serial number: _____

Amount received: \$ _____

Identification provided: _____

IMPORTANT INFORMATION FOR CUSTOMERS

You should **NOT** request a copy of a birth certificate from the Statewide Birth Certificate Issuance Program if **ANY** of the following conditions apply:

- (1) **The individual was born prior to 1971.** *[Note: Copies of earlier birth certificates should be requested from the State Vital Records Office in Raleigh or from the county in which the birth occurred.]*
- (2) **You do not have the correct facts of birth** (correct name, year of birth and mother's maiden name.)
- (3) **The individual was adopted.** *[Note: Copies of certificated of adoptees should be requested from the State Vital Records Office in Raleigh. Original copies of birth certificates of adoptees are sealed in accordance with state law and cannot be provided to requestors; new copies of adoptees' birth certificate are available only to adoptees and their immediate adoptive family members. Copies are not legally available to birth parents.]*
- (4) **You want an image copy of the complete birth certificate rather than an abstract copy.** An abstract copy will show only the child's name, gender, date and county of birth, certificate number, parent's names, parents' birth dates, parents' birthplaces, date the birth was registered, and date the copy of certificate was issued. *[Note: Image copies of birth certificates, which show additional information about the birth (other than medical and health information) should be requested from the State Vital Records Office in Raleigh.]*
- (5) **The individual's birth was registered as a delay birth registration (more than one year after the fact of birth).** *[Note: copied of birth certificates of individuals whose births were registered more than one year after the fact should be requested from the Vital Records Office in Raleigh or from the appropriate office in the county in which the birth occurred.]*
- (6) **Either or both of parents listed on the certificate were born in a country other than the United States, Mexico, Canada, Puerto Rico, Guam, the Virgin Islands, or Cuba.** *[Note: Other countries are not programmed into the database.]*
- (7) **You are not willing to pay \$14 for each search performed by this system.** (Additional copies of the same certificate are \$15 each.) *[Note: Copies of birth certificates may be obtained for lesser fees from the appropriate office in the county in which the birth occurred, unless the individual was adopted. In that case, North Carolina law stipulates who is legally entitled to a copy of the record (See #3 above).]*

I have read and understand the facts and conditions stated above.

(Signature)

(Date)