

REQUEST FOR CERTIFIED COPY OF BIRTH CERTIFICATE

Revised: 10/2010

PLEASE PRINT

DO NOT MAIL CASH

FULL NAME AT BIRTH: _____
FIRST MIDDLE LAST NAME

DATE OF BIRTH: ____/____/____ PLACE OF BIRTH: _____
MONTH DAY YEAR TOWN/CITY

FATHER'S FULL NAME: _____
FIRST MIDDLE LAST NAME

MOTHER'S MAIDEN NAME: _____
FIRST MIDDLE MAIDEN NAME

PERSON MAKING THIS REQUEST:

NAME: _____
FIRST MIDDLE LAST NAME

ADDRESS: _____
STREET

TOWN/CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE NO.: _____ E-MAIL ADDRESS (optional): _____

SIGNATURE: **X** _____

RELATION TO PERSON NAMED IN CERTIFICATE: _____

REASON FOR MAKING REQUEST: _____

CERTIFICATE SIZE: WALLET SIZE (fee \$15.00)
NOTE THAT 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 TO
OBTAIN PASSPORTS.

FULL SIZE (fee \$20.00)

NUMBER OF CERTIFIED COPIES REQUESTED: ____
AMOUNT ENCLOSED: _____

Attach a copy of the requester's valid government issued photo ID or passport. Or two (2) forms of the following:

- Social Security card
- Written verification of identity from employer
- Automobile Registration
- Copy of utility bill showing name and address
- Voter's registration card

Please mail the completed request with the following requirements:

Check made payable to Town of Westport
Current government-issued photo ID
(If applicable) verification of relationship to the registrant (for example, an individual requesting his/parent's birth certificate must provide a certified copy of his/her own birth certificate. Requester must be 18 years of age or older.