

WARRICK COUNTY HEALTH DEPARTMENT

Requirements for Obtaining Birth & Death Certificates as of January 1, 2013

ID Required to Obtain a Certificate:	Who's Eligible to Obtain a Certificate:
<p><u>One form of Primary Documentation</u> All documents MUST be current and valid</p> <ul style="list-style-type: none"> • Valid Driver's License, Military I.D., State I.D. card, Valid Passport, Mexico Consular ID card • Department of Corrections I.D. (issued within past 6 months) • School I.D. with signature and photo • Court Order (must order local health dept. to release record to person named on the record) <hr/> <p>If you do not have primary documentation, two forms of Secondary Documentation are required</p> <ul style="list-style-type: none"> • Police report (if individual reports their I.D. has been stolen) • Fire report (If individual reports their I.D. was destroyed in fire) • Employment I.D. with signature, photo, date of employment of employee address • Copy of signed employment application • Bankcard with signature (Not credit cards) or personal check with current information • Voter Registration with signature • Vehicle Registration with signature • Previous year's tax return with signature and social security number • Welfare, Food Stamp or WIC I.D. cards • Probation documents or statement from Probation Officer on letterhead, including person's name and date of birth • Letter from BMV or Soc. Sec. Admin. that shows individuals name and date of birth • Certified copy of marriage license application • Signed leases or loan agreements • Expired driver's license (not more than 6 months) • Club membership card with signature or photo • Gun permit with signature • Social Security Card 	<ol style="list-style-type: none"> 1. The individual with proper information and identification 2. Person named on record with acceptable ID 3. Parents of person named on record (must be listed on record) 4. Sibling over 18 with proof of relationship to at least one parent 5. Grandparents (must be parent of a parent on the record & show proof of relationship) 6. Child over 18 of person named on record with proof of relationship 7. Spouse, with proof of relationship (ex: marriage license, birth record of child, insurance card) 8. Court Appointed Legal Guardian (must provide guardianship papers with seal) 9. Attorney representing person named on record (must have I.D. for self and I.D. with permission letter from person named on record) 10. Caseworker from Division of Family & Children with court appointed guardianship paper (must show I.D.) 11. Law Enforcement personnel with I.D. and court order 12. Adult child or grandchild (proof of relationship)

BIRTH CERTIFICATES ARE \$15.00 FOR FIRST COPY AND \$10.00 EACH ADDITIONAL COPY PER RECORD – PER ORDER

NO PERSONAL CHECKS ACCEPTED - THIS OFFICE HAS BIRTH RECORDS FOR WARRICK COUNTY ONLY