

REQUEST FOR A CERTIFIED COPY OF A BIRTH RECORD FROM THE TOWN

Mail this request to the Town Vital Records office. TOWN CLERK, PO BOX 548, SALISBURY, CT 06068

PLEASE PRINT

FULL NAME ON CERTIFICATE*: _____			
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	LAST NAME	

PERSON MAKING THIS REQUEST:

NAME: _____			
FIRST	MIDDLE	LAST NAME	
ADDRESS: _____			
NUMBER/STREET/UNIT #			
TOWN/CITY: _____	STATE: _____	ZIP CODE: _____	
TELEPHONE NO: _____	E-MAIL ADDRESS: _____		
SIGNATURE: X _____			
RELATION TO PERSON NAMED ON CERTIFICATE: _____			
REASON FOR MAKING REQUEST: _____			

CERTIFICATE SIZE:

<input type="checkbox"/> FULL SIZE \$20.00 EACH NUMBER OF COPIES: _____	<input type="checkbox"/> WALLET SIZE <div style="background-color: #ffff00; padding: 5px; font-size: small;"> 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 for a passport. </div> \$15.00 EACH NUMBER OF COPIES: _____	TOTAL NUMBER OF COPIES: _____ X \$20.00 = \$ _____ _____ X \$15.00 = \$ _____ TOTAL: \$ _____ PLEASE DO <u>NOT</u> MAIL CASH.
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Attach a copy of the requester's valid government issued photo ID or passport below:

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 make sure to mail the completed request with the following requirements:

- Money order OR check made payable to:
SALISBURY TOWN CLERK
- Current government issued photo
- (If applicable) verification of relationship to the registrant (for example, an individual requesting his/her parent's birth certificate must provide a certified copy of his/her own birth certificate).

*If adopted, please provide your adoptive name and adoptive parents' information.

*If you had your name legally changed, please provide a copy of the court documents authorizing the name change.