

Vital Records  
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# FOR OFFICE USE ONLY

DCN # \_\_\_\_\_ CASH \_\_\_\_\_

CHECK # \_\_\_\_\_ CC # \_\_\_\_\_

## Colorado Birth Certificate Application

Requestor, please include the following for processing:

☐ Completed application ☐ Required ID ☐ Payment ☐ Tangible interest documents

### Requestor Information

Print name of the person making the request:			Daytime Phone:		
Mailing Address:		City	State	Zip Code	
Your relationship to the person named on the certificate ( <b>proof needed if your name is not listed on the certificate</b> ):					
<input type="checkbox"/> Self <input type="checkbox"/> Parent <input type="checkbox"/> Grandparent <input type="checkbox"/> Step-Parent <input type="checkbox"/> Sibling <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Legal Representative <input type="checkbox"/> Other _____					
Reason for Request ( <b>Choose one option</b> ):					
<input type="checkbox"/> Newborn <input type="checkbox"/> Travel/Passport <input type="checkbox"/> Records <input type="checkbox"/> School <input type="checkbox"/> Insurance <input type="checkbox"/> Social Services <input type="checkbox"/> Employment <input type="checkbox"/> Social Security <input type="checkbox"/> Other _____					

### Registrant Information

Full name at birth	First		Middle		Last		Suffix	
Date of Birth	Month	Day	Year	Sex <input type="checkbox"/> Female <input type="checkbox"/> Male	Is this Person Deceased? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, date: ____/____/____ State where death occurred: _____ (Please provide a certified copy of death certificate)			
Place of Birth	City		County		State <b>COLORADO ONLY</b>			
Full name of Mother or Parent A	First		Middle (Prior to first marriage)		Last (Prior to first marriage)		Suffix	
Full name of Father or Parent B	First		Middle (Prior to first marriage)		Last (Prior to first marriage)		Suffix	
Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00 or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118).								
By signing in this box, I have read and understood that there are penalties for obtaining a record under false pretenses.							Today's date	

Sign here

Primary ID Listing (at least one) or visit our website for additional ID options			Order Quantity
<ul style="list-style-type: none"> <li>• Alien Registration Receipt or Permanent Resident Card (INS I-151 or I-551)</li> <li>• Certificate of US Citizenship (N-560 or N-561)</li> <li>• City of Denver/Denver County/Pueblo County Jail Temporary Inmate ID</li> <li>• CO Department of Corrections ID Card</li> <li>• CO Department of Human Services Youth Corrections ID</li> <li>• CO Temporary Driver's License/State ID (within 30 days)</li> </ul>	<ul style="list-style-type: none"> <li>• Employment Authorization Card (I-776)</li> <li>• Foreign Passport</li> <li>• Government Work ID (US)</li> <li>• Job Corps ID Card</li> <li>• International Driving License or Photo ID Card (Issued by Country)</li> <li>• Photo Driver License/ID card (DMV-US)</li> <li>• School, University, or College ID Card (US- Current school year)</li> </ul>	<ul style="list-style-type: none"> <li>• Temporary Resident Card (I-688, I-688A, or I-688B)</li> <li>• US B1/B2 Visa Card PLUS I-94</li> <li>• US Certificate of Naturalization (N-550 or N-570 w/Photo)</li> <li>• US Citizenship ID Card (I-197)</li> <li>• US Merchant Mariner Card (w/Photo)</li> <li>• US Military ID Card</li> <li>• US Passport Book/Card</li> </ul>	Number of certificates _____  Cost of first certificate \$20.00 _____  Additional certificates(s) \$13 each _____ (of the same record, issued on the same day)  Birth verification \$20.00 for one _____  Total Charges _____
*For payment by email, fax or mail, enter card info below or make checks/money orders payable to			All mail-in orders are shipped via regular mail unless a pre-paid FedEx or UPS envelope is provided by the customer. We are not responsible for records lost in the mail.
Card type: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard Cardholder name: _____ Cardholder signature: _____ Card number: _____ Expiration date: ____/____/____ CVV: _____			

Certified birth certificates may be issued to:

*Please note that proof of relationship is required*

- The registrant (person named on the certificate)
- Spouse
- Parents/Stepparent
- Adult Children
- Grandchildren
- Siblings
- Legal Guardian
- Legal Representative of any listed
- For a complete list, visit:  
[www.colorado.gov/cdphe](http://www.colorado.gov/cdphe)

The Office of the State Registrar of Vital Statistics requires the following documentation:

**At least one of the following:**

**(No expired documents accepted)**

**Primary List:**

- Alien Registration Receipt/Permanent Resident Card
- Certificate of US Citizenship
- Jail Temporary Inmate ID: Denver or Pueblo County
- Colorado Department of Corrections ID Card
- Colorado Department of Human Services Youth Corrections ID Card
- Colorado Temporary Driver's License/State ID (must be current)
- Employment Authorization Card (I-766)
- Foreign Passport
- Government work ID
- Job Corp ID
- US Merchant Mariner Card/Book
- School, University of College ID card (must be current)
- Temporary Resident Card
- US B1/B2 Visa Card with I-94
- US Certification of Naturalization
- US Citizenship ID Card (I-197)
- US Military ID Card
- US Passport Book or Card
- US Photo ID or Driving License
- Foreign Driver's License/ID Card (issued directly from a foreign county's government- not state or province)

**Or at least two of the following:**

**(Any document expired more than six months will not be accepted)**

**Secondary List:**

- Acknowledgment of Parentage document (Colorado only)
- Birth Certificate of Applicant (US only)
- Court Order for Adoption or Name Change
- Craft or Trade License (Colorado only)
- DD-214
- Divorce Decree (US only)
- Hospital Birth Worksheet (within six months of birth)
- Colorado Hunting or Fishing License (must be current)
- Foreign or International Driving License (with photo)
- Marriage License/Certificate (US only)
- Medicare Card
- Mexican Voter Registration Card
- Motor Vehicle Registration or Title (must be current – US only)
- Pilot License
- State, Territorial or Federal Prison or Corrections ID Card
- Social Security Card
- Selective Service Card/Letter (US only)
- Weapon or Gun Permit (US only)
- Work ID, Paycheck stub (within three months), or W-2 (last tax year)
- Any expired document from the "Primary" list (cannot be expired more than six months)

**We are sorry, but we cannot accept:**

- Matricula Consular Card
- WIC Card
- Souvenir/Hospital birth certificates
- IRS-ITIN Card/Letter
- Novelty ID Card
- Non-expiring ID card (unless issued within the last five years)
- Out-of-State Temporary Drivers' Licenses or Temporary State ID Card

If you cannot provide acceptable identification, it is suggested that you ask a spouse, parent, sibling, or adult child, who can provide appropriate identification, to request the certificate. **Proof of relationship is required**, such as a birth certificate or marriage certificate.

**Colorado offers a voluntary adoption registry for birth parents and adopted**

For more information on the Colorado Voluntary Adoption Registry, contact Health Statistics and Vital Records, Colorado Department of Public Health and Environment, 4300 Cherry Creek Drive South (HSVR-VR-A1), Denver, Colorado 80246-1530 or at (303) 692-2200.