

Rock Island County Health Department

Health Promotion & Education Group * Vital Records

APPLICATION FOR CERTIFIED COPY OF VITAL RECORD

Under Illinois State Law (410 ILCS 535 – Vital Records Act) only specific individuals have legal access to birth and death certificates. The Rock Island County Health Department Vital Records program will issue certificates only to authorized individuals. To do otherwise is a violation of Illinois law. Vital Records are not considered public information, nor are they subject to the Freedom of Information Act.

To obtain a Birth Record, you must be:

- Of legal age (18 or an emancipated minor) if requesting your own birth certificate.
- The mother of the child whose birth certificate is being requested.
- The father of the child **if you are listed** on the birth certificate. A father who is not listed on the birth certificate does not have legal access to a copy of that certificate.
- A legal Guardian with documentation to show this.

\$12.00 1st Certified Copy/\$6.00 Add'l copies of same record at the same time

To obtain a Death Record, you must be

- The informant listed on the death certificate.
- The next of kin.
- Someone who has a personal or property right interest in the record, and documentation to show this.

\$17.00 1st Certified Copy/\$11.00 Add'l copies of same record at the same time

YOU MUST SHOW A PHOTO I.D. IN ORDER TO RECEIVE A VITAL RECORD

(copy of photo I.D. must be submitted with mail orders)

Type of Record Requested:		___ Birth	___ Death
Full Name of Person on Record			
	First	Middle	Last
Place of ___ Birth / ___ Death			
	Hospital	City or Town	State
Date of ___ Birth / ___ Death			
	Month	Day	Year
Mother's Name on Record			
	First	Middle	Maiden Name
Father's Name on Record			
	First	Middle	Last
Record Requested By:			Date
(Your Written Signature)			
Address			
Your Relationship to the Name on the Record: ___ Self ___ Mother ___ Father ___ Other			
(If OTHER, please explain)			
Intended Use of Record			
Number of Copies			