



P.O. Box 660  
Eagle, CO 81631  
(970) 328-8840

### APPLICATION FOR CERTIFIED COPY OF A COLORADO BIRTH CERTIFICATE

Colorado has birth records for the entire state since 1910

Same day service is available at the Eagle office Monday through Friday 10 a.m. to 2 p.m. Holidays excluded.

#### REQUESTOR INFORMATION

REQUESTOR MUST INCLUDE A COPY OF HIS/HER IDENTIFICATION – please see reverse side

\_\_\_\_\_ / \_\_\_\_\_  
 Full Name / Signature  
 Mailing address: \_\_\_\_\_  
 Relationship to Registrant: \_\_\_\_\_ Reason for request: \_\_\_\_\_ Phone # \_\_\_\_\_

#### REGISTRANT (INFORMATION ABOUT PERSON WHOSE BIRTH CERTIFICATE IS BEING REQUESTED) FULL NAME AT BIRTH:

First: \_\_\_\_\_ Middle \_\_\_\_\_ Last name \_\_\_\_\_  
 Gender \_\_\_\_\_ Date of birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_ Place of birth: City \_\_\_\_\_ County \_\_\_\_\_  
 Is this person deceased? YES NO Date of death \_\_\_\_\_ State where death occurred? \_\_\_\_\_

#### FATHER'S INFORMATION:

First \_\_\_\_\_ Middle \_\_\_\_\_ Last name \_\_\_\_\_  
 Father's birth date: \_\_\_\_\_ Father's place of birth: \_\_\_\_\_

#### MOTHER'S INFORMATION:

First \_\_\_\_\_ Middle \_\_\_\_\_ Maiden last name \_\_\_\_\_  
 Mother's birth date: \_\_\_\_\_ Mother's place of birth: \_\_\_\_\_

#### PAYMENT INFORMATION:

_____ \$20.00 1st copy	Number of copies _____	Certificates requested: _____
_____ \$13.00 each additional copy w/same request		\$20.00 FedEx Standard Overnight: _____
_____ \$13.00 each certificate exchanged		\$0.50 Credit card convenience fee: _____
Payment method: make CHECKS payable to EAGLE COUNTY		<b>Total:</b> _____

#### FOR OFFICE USE ONLY \*\*\*\*\*FOR OFFICE USE ONLY

Check/Money Order # \_\_\_\_\_ Cash \_\_\_\_\_ MasterCard \_\_\_\_\_ Visa \_\_\_\_\_  
 Credit Card # \_\_\_\_\_ Exp \_\_\_\_\_ Security Code \_\_\_\_\_  
 Payment RC'D by \_\_\_\_\_ Issue Date \_\_\_\_\_ Issued By \_\_\_\_\_  
 Certificate # \_\_\_\_\_ Rev 4/24/19

## Proof of Relationship

If your name is not listed on the birth certificate, **proof of relationship is required** before the birth certificate will be issued (e.g. marriage certificate, birth certificate, court orders). Certified Birth certificates may be issued to:

- The registrant (person named on the certificate)
  - Spouse
  - Parents
  - Siblings
  - Adult children
  - Grandparents
  - Great grandparents
  - Grandchild
  - Stepparents
  - Legal guardian
- Legal representatives of any of the above must present proof of client relationship

For a complete list visit: <http://www.colorado.gov/cdphe/vitalrecords>

## Proof of Identity

### PRIMARY LIST

OR

### SECONDARY LIST

### WE CANNOT ACCEPT THE FOLLOWING:

Submit one of the following.  
No expired documents accepted.

Submit two of the following ONLY if you do not have a document listed under the Primary List.  
Documents expired more than six months will not be accepted.

ACCEPTED ID DOCUMENTS

- Alien Registration Receipt/Permanent Resident Card
- Certificate of U.S. Citizenship
- Jail Temporary Inmate ID: Denver and Pueblo county
- Colorado Department of Corrections ID card
- CO Temporary Driver's license / State ID (must be current)
- Department of Human Services Youth Corrections ID
- Employment Authorization Card (I-766)
- Foreign Passport
- Government Work ID
- Job Corps ID
- Photo Driver's license / Photo ID Card (DMV U.S. only)
- School, University or College ID Card (must be current)
- Temporary Resident Card
- U.S. B1/B2 Visa card with I-94
- U.S. Certificate of Naturalization
- U.S. Citizenship ID Card (I-197)
- U.S. Military ID card
- U.S. Passport
- U.S. Merchant Mariner ID / Book

- Acknowledgment of Paternity document (Colorado only)
- Birth Certificate of Applicant (U.S.A only)
- Court order of adoption or name change
- Colorado craft or trade license
- DD-214
- Divorce Decree (U.S.A only)
- Hospital birth worksheet (for infants under 6 months)
- Hunting or Fishing License (must be current-Colorado only)
- IRS-TIN card
- Marriage license (U.S.A only)
- Medicare Card
- Foreign or International Driving License (with photo)
- Mexican voter registration card
- Motor vehicle registration or title (U.S.A only)
- Pilot license
- Selective Service Card (U.S.A only)
- Social Security Card
- State or federal prison or corrections card
- Weapon or gun permit (U.S.A only)
- Work ID, Paycheck Stub (within 3 months) or W-2 (Last tax year)
- Any Expired document from the Primary List (cannot be expired more than 6 months)

- Matricula Consular Card
- Novelty ID Card
- Non-expiring Identification Cards (unless issued in last 5 years)
- Souvenir birth certificates
- Out-of-State Temporary Driver's license or Temporary State ID
- Medicaid card / WIC