

APPLICATION FOR SEARCH OF BIRTH RECORD FILES

FURNISH ALL POSSIBLE INFORMATION - USE TYPEWRITER OR PRINT PLAINLY

FULL NAME	FIRST	MIDDLE	LAST
BIRTH PLACE	STREET OR HOSPITAL	CITY OR TOWNSHIP	COUNTY
DATE OF BIRTH	MONTH	DAY	YEAR
FATHER: First		Middle	Last
MOTHER: First		Middle	Maiden Name
			Married Name

Application made by:			Mail copy to (if different than applicant)		
Name			Name		
Address			Address		
City	State	Zip	City	State	Zip
Your relationship to person			Intended use of Certificate		

Signature _____

Day Time Phone # _____

Who is eligible to receive a certified copy?

Illinois Statutes state certified birth certificates may only be issued to:

- * The person to who the record relates (if the person is 18 years of age or older).
- * The parents of the person (if the parent is named on the certificate).
- * Legal Guardian (with Court Documentation to verify that fact).
- * Legal Representative to whom the record relates. This includes an agent with written notarized authorization from a person(s) named on a birth certificate for the purpose of obtaining a certified copy for that person.
- * Person having genealogical interest (certificate must have been on file for at least 75 years).

What form of identification is required?

- * Driver's License or other picture identification

(If request is made by mail or phone a copy of driver's license must be sent)

What is the cost of a certified copy?

- * \$18.00 for the first copy and \$5.00 for each additional copy at time of request.

- | | | |
|----------|-----------|------------|
| 1) 18.00 | 6) 43.00 | 15) 88.00 |
| 2) 23.00 | 7) 48.00 | 20) 113.00 |
| 3) 28.00 | 8) 53.00 | 25) 138.00 |
| 4) 33.00 | 9) 58.00 | 30) 163.00 |
| 5) 38.00 | 10) 63.00 | |

Make all checks payable to: CITY OF MATTOON
208 N. 19th St.
Mattoon, IL 61938

Number of copies requested at this time _____