

# REQUEST FOR A CERTIFIED COPY OF A BIRTH RECORD FROM FARMINGTON

**Mail to: Farmington Town Clerk's Office, One Monteith Drive, Farmington, CT 06032  
Attn: Vital Records**

PLEASE PRINT

FULL NAME ON CERTIFICATE*:		
FIRST	MIDDLE	LAST NAME
DATE OF BIRTH: _____	PLACE OF BIRTH: _____	
MONTH / DAY / YEAR	TOWN/CITY	
FATHER/PARENT FULL NAME:		
FIRST	MIDDLE	LAST NAME
MOTHER/PARENT <u>MAIDEN</u> 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:**

<p><b>FULL SIZE</b></p> <p><b>\$20.00 EACH</b></p> <p>NUMBER OF COPIES: _____</p>	<p><b>WALLET SIZE</b></p> <p style="background-color: #ffff00; padding: 5px;">The wallet size birth certificate contains less information than the full size certificate. It does not satisfy the proof of identification requirements needed for a passport or a driver's license.</p> <p><b>\$15.00 EACH</b></p> <p>NUMBER OF COPIES: _____</p>	<p><b>TOTAL NUMBER OF COPIES:</b></p> <p>_____ X \$20.00    \$ _____</p> <p>_____ X \$15.00    \$ _____</p> <p>TOTAL: \$ _____</p> <p style="background-color: #ffff00; padding: 5px;"><b>Checks or Money Orders</b></p> <p><b>Do Not Send Cash</b></p>
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**ATTACH A COPY OF THE REQUESTOR'S VALID STATE ISSUED PHOTO ID (passport, license i.e.)**

- OR (if you don't have a valid ID),  
Two (2) forms of the following:
- Social security (SS) card
  - Paycheck Stub or a W-2 form that contains the SS #
  - Current school or college photo ID
  - Automobile registration
  - Copy of utility bill or bank statement showing name and address
- See website [ct.gov/dph](http://ct.gov/dph) for other forms of ID accepted

Cash, Checks, and Debit/Credit Cards\* Accepted in the Office.

\*additional fees apply

--- OR ---

**Mail** the completed request form with the following required documents:

Check or Money Order Payable to: **Town of Farmington**

Current government issued photo ID and, if applicable, verification of relationship to the registrant.

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

\*If the requester had a legal name change, please provide a copy of the court documents authorizing the name change.

**Office Use Only:**

DL# & State: \_\_\_\_\_ Expires: \_\_\_\_\_ DOB: \_\_\_\_\_