

Per Indiana Code 16-37-1-10 & 11, 11.5C

Requirements for birth & death certificates

ID required To Get a Certificate:	Who's Eligible to Obtain a Birth Certificate:
<p>One form of Primary Documentation All documents MUST be current and valid</p> <ul style="list-style-type: none"> • Government Issued Driver's License, Military I.D., State I.D. card, Valid Passport • Department of Correction I.D. (issued within past 6 months) • School I.D. (must be currently enrolled) • Work I.D. (must be currently employed) • Veterans I.D. • (Green) Mexico Consular I.D. 	<ul style="list-style-type: none"> • The individual named on record over 18 • Parents of individual named on certificate (must be listed on record) • Grandparents (must be parent of a parent on the record & show proof of relationship) • Sibling over 18 of individual named on certificate (must show proof of relationship) • Child or Grandchild over 18 of individual named on certificate (must show proof of relationship) • Current Spouse of individual named on certificate (must show proof of marriage) • Aunt or Uncle of individual named on certificate (must show proof of relationship) • Genealogy (must be over 75 years old and deceased-must show proof of death) • Court Appointed Legal Guardian (must have I.D. and provide guardianship papers with seal) • Attorney representing person named on record (must have I.D. for self with direct interest spelled out on letter head or court documents) • State and Federal Agencies (must have work I.D. with direct interest spelled out on letter head, court documents or signed authorization from client) • Social Agency (must have work I.D. with court documents or signed authorization from client) • Step-parent (must have I.D. with valid marriage certificate or signed authorization from legal parent with identification)
<p>If you do not have a primary documentation, <u>Two forms of Secondary Documentation</u> are required</p> <ul style="list-style-type: none"> • Verification of Employment on letter head including date of employment, employee address and managers name and signature <p style="text-align: center;">-OR-</p> <ul style="list-style-type: none"> • Copy of original signed employment application (must still be employed) • Voter Registration with signature • Current Vehicle Registration with signature (no titles) • Previous year's tax return (1040) with signature and social security number • Probation documents or statement from Probation Officer on letterhead, including person's name and date of birth • Signed Mortgage or Home Rental agreements • Indiana only Gun permit with signature • Signed Social Security card • Military Discharge (DD-214) • Indiana only Professional License 	<p style="background-color: #fce4ec;">Who's Eligible to Obtain a Death Certificate: Must provide I.D. and possible proof of direct interest.</p> <ul style="list-style-type: none"> • Parents • Spouse • Adult Children • Grandparents • Siblings • Aunts/Uncles • Niece/Nephew • Funeral Home/Director (Must have handle the body) • Genealogy (must be over 75 years old)
<p style="background-color: #fce4ec;">Amish Only (must provide 2 items)</p> <ul style="list-style-type: none"> • Non-Photo I.D. • Baptismal Certificate • Marriage Certificate • Social Security Card • School Records 	

Documentation to verify relationship to individual is needed for birth certificate orders (Per 410 IAC 18-3-1)

Acceptable Documentation

I would like to obtain a copy of:

My own- **Primary Documentation** Only

My child's- **Primary Documentation** Only

My mother/father- **Primary Documentation** along with a copy of your birth certificate

My grandchild's- **Primary Documentation** along w/ Mother or Father's Birth certificate naming Grandparent

My brother/sister- **Primary Documentation** along w/birth certificate naming same parent(s)

My nephew/niece's- **Primary Documentation** along w/ birth certificate of parent and self

My spouse- **Primary Documentation** along w/ valid marriage license or certificate

My grandparent's- **Primary Documentation** along w/ birth certificate of self and parent

Genealogy- **Primary Documentation** along w/ proof of death