

Application for Search and/or Certified Copy of Birth Record

EACH CERTIFIED COPY OF BIRTH CERTIFICATE IS \$10.00

EACH REQUESTED GENEALOGY COPY IS \$3.00

WE ACCEPT CASH, CHECK, MONEY ORDER AND CREDIT CARD PAYMENTS IN OFFICE.

ALL ONLINE ORDERS MUST GO THROUGH VITALCHEK.COM.

PUTNAM COUNTY HEALTH DEPARTMENT

1542 S. Bloomington St., Suite 1500

PO Box 507

Greencastle, IN 46135

PH: 765-301-7660 FAX: 765-301-7665

putnamhealthindiana.org.

Please Complete All Items Below



Public Health
Prevent. Promote. Protect.

Full Name on Birth Certificate: _____

Could this birth be recorded under any other name? IF yes, please give name: _____

Date of Birth: _____ Purpose for record being requested: _____
(Driver License, Passport, Insurance, Attorney Request, School Record, etc.)

Full Name of Father: _____
(if adopted, give name of adoptive father)

Full **Maiden** Name of Mother: _____
(if adopted, give name of adoptive mother)

Your relationship to the person whose birth record is requested if other than yourself: _____
(Mother, Father, Biological Grandparent, Sister, Brother, Child/Grandchild, Attorney, Custodial Guardian)

Signature of Applicant: _____ Printed: _____

Address: _____
Street City State Zip

State Issued ID Number: _____ Phone: _____

APPLICATIONS FOR GENEALOGY RECORDS DO NOT NEED TO BE NOTARIZED.

CERTIFIED COPY MAIL – IN – REQUEST

TO BE COMPLETED BY A NOTARY PUBLIC.

ID Used: Valid Drivers License OR Valid State ID Card OR Valid Passport OR Valid Military ID Card
(Circle ID Type Used for Identification)

Issued by, _____ with the identification number of _____
(State or Government Agency Issuing the ID) (Identification # Printed on ID)

with expiration date of _____ Date: _____

Signature of Notary Public _____ My Commission Expires on: _____

For Office Use Only

Date Received: _____ Quantity: _____ Birth Certificate Number: _____

Clerk: _____ Receipt Number: _____

07/2018

Complete all items above and provide identification as required according to IC 16-37-1-7 & 8.

Warning: False application, altering, mutilating, or counterfeiting Indiana birth certificates are all a federal offense under I.C. 16-37-1-12