

I.D. Requirement for Certified Copies of Vital Records

- A valid government-issued identification document shall contain a photo, signature, a valid expiration date, and a unique number or barcode (e.g., driver's license, passport number) assigned to the person. Included below are examples of acceptable government-issued identification.

One (1) form of a government-issued identification document is required to obtain a certified copy of a vital record:

- United States issued driver's license
 - United States issued identification card
 - Passport—United States or foreign issued
 - United States Territories driver's license or identification card
 - Tribal identification card that contains bearer's signature
 - U.S. Military identification card that contains bearer's signature
 - Resident Alien Card—A/K/A Alien Registration Card, Permanent Resident Card, Green Card, and Permanent Visa (Form I-551)
 - Employment Authorization Card (Form I-766 or Form I-688A)
 - Temporary Resident Card (Form I-687)
 - Certificate of Naturalization (Form N-400)
 - Certificate of Citizenship (Form N-600)
- If a requestor does not have an acceptable or valid photo government-issued identification document, at least two other pieces of documentation shall be required that establish evidence of identity. These secondary documents shall contain an address, and, if possible, the signature of the requestor. State and local vital records offices have the right to request additional evidence. If the requestor is unable to satisfy the documentation requirements, the request should not be processed.

Two (2) forms of the below documents are required to obtain a vital record:

- Check book/bank statement with current address
- Health insurance card
- Current, dated, signed lease
- Utility bill with current address
- Traffic ticket
- Paycheck or earnings statement
- School, university, college identification card with photo, accompanied with a report card or other proof of current school enrollment
- Department of Corrections identification card, accompanied by probation documents or discharge papers
- Social Security/Medicare Card (must be signed)
- Car registration or title with current address
- U.S. Selective Service Card
- Voter's Registration Card
- Filed Federal tax form (with current address and signatures)
- Court documents with current address
- Matricula Consular ID Card