REQUEST FOR BIRTH CERTIFICATE

☐ Long Form Certified copy - $20.00

Fee: cash or check made payable to "Town of South Windsor"

[Certified copy of original for Social Security, Passport, DMV, School, etc.]

Access to birth records less than 100 years old is restricted in Connecticut.

PHOTOGRAPHIC IDENTIFICATION OF APPLICANT IS REQUIRED

Photographic identification may be substituted by any two of the following documents: Social Security card; written verification of identity from employer; automobile registration; copy of utility bill showing name and address; checking account deposit slip stating name/address.

I am requesting the birth certificate of:

Full Name ___________________________ (first/middle/last)
Place of Birth __________________________ (town/state/country)
Date of Birth ___________________________ (month/day/year)
Father’s/Parent Full Name ___________________________ (first/middle/last)
Father’s Birthplace ___________________________ (state/country)
Mother’s/Parent Full Maiden Name ___________________________ (first/middle/last)
Mother’s Birthplace ___________________________ (state/country)

I declare this is…

☐ My own birth certificate
☐ My child’s birth certificate
☐ My parent’s/grandparent’s certificate
☐ My spouse’s birth certificate
☐ My grandchild’s birth certificate
☐ Other ___________________________

(C.G.S.§19a-25; 7-51a; 7-44 as amended by P.A. 01-163)

Name of Applicant ___________________________
Address of Applicant ___________________________

SIGNATURE of Applicant ___________________________

When mailing this form to the South Windsor Town Clerk’s Office please be sure to include the following items:

1. Original Application Form
2. Check or Money Order for total copies requested
3. Self Addressed Stamped Envelope
4. Photocopy of Photo I.D.

Office Use Only

DATE: ___________________________ INITIALS: ___________________________
ID TYPE: ___________________________ ID #: ___________________________
EXP: ___________________________ PAYMENT: ☐ CASH ☐ CHECK