

**INSTRUCTIONS FOR ONLINE USE:** You may fill this form out online by clicking on a field below and using your Tab key to advance to the next field. After entering your information you will need to print the form, sign and date it, and mail it along with your fee to:

**Division of Vital Records, Oklahoma State Department of Health**

**1000 Northeast 10th Street, Post Office Box 53551**

**Oklahoma City, Oklahoma 73152-3551**

**APPLICATION FOR SEARCH AND CERTIFIED COPY OF BIRTH CERTIFICATE**

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**Facts Concerning This Birth**

Full name of child \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of birth \_\_\_\_\_, OKLAHOMA  
(Mo.) (Day) (Year) (County) (City)

Full name of father \_\_\_\_\_

Full Maiden name of mother \_\_\_\_\_

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Signature of person making this application \_\_\_\_\_ Date \_\_\_\_\_

**If both parents names are not indicated on the original certificate of birth and a "full copy" is desired it will be necessary to have the signature of the mother, or the registrant if of legal age, or if certificate is required for "adoption purposes" the signature of the attorney of record and a statement from him to that effect.**

The above signature is by ( ) person himself-herself ( ) next-of-kin ( ) authorized agent

Purpose for which this copy is needed

( ) School ( ) Passport ( ) Employment ( ) Adoption ( ) Other \_\_\_\_\_  
Please state

Has copy of this person's birth certificate been received before? ( ) Yes ( ) No ( ) Unknown

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PLEASE PRINT CORRECT MAILING ADDRESS BELOW:

\_\_\_\_\_  
(Name)

Number of copies  
wanted @ \$10.00 \_\_\_\_\_

\_\_\_\_\_  
(Street Address)

Number of Heirlooms @  
\$35 each \_\_\_\_\_

\_\_\_\_\_  
(City) (State) (Zip)

Includes one certified copy  
of birth certificate

Fee enclosed \$ \_\_\_\_\_

**ENCLOSE A STAMPED SELF-ADDRESSED ENVELOPE WITH THIS APPLICATION**

Request for a search of the records for a birth certificate of any person born in Oklahoma should be submitted on this form along with the required fee of \$10.00. If the birth record is on file, a certified copy will be mailed. If no record of the birth is found, then blanks and instructions for filing a "delayed" birth certificate will be sent. This fee will be credited on the \$10.00 fee required for the first certified copy from the delayed record after it has been placed on file.

The information requested above should be filled in carefully and accurately. It is the minimum needed in the Vital Records office to make a thorough search for any birth record.

Send ten dollars (\$10.00) in cash, money order or check for each copy desired. Cash is sent at sender's risk. Make checks or money orders payable to the State Department of Health.

A copy required to be submitted to the Veterans Administration or U.S. Commissioner of Pensions, in connection with a claim for military-service-connected benefits may be obtained without fee provided a signed statement is attached which sets forth these facts and requests that the copy be issued without fee. Members of the armed forces and veterans must pay regular fees for copies to be used for all other purposes.

**A valid, legal photo I.D. is required from the applicant or the individual representing the applicant for the issuance of a birth, death or stillbirth certificate.**

**Do not send original ID with your application. Please send a photocopy.**

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