



HEALTH AND HUMAN SERVICES

100 Spader Way • Broomfield, CO 80020 • 720.887.2200 • www.Broomfield.org/HHS

APPLICATION FOR CERTIFIED COPY OF BIRTH CERTIFICATE

Incomplete information will result in rejection of this application

Person Making Request's Legal Name		Date:	Phone #
Address		City	State Zip
<p>By signing, I have read and understood that Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000, or imprisonment in the county jail for more than one year or both such fine and imprisonment (CRS 25-2-118)</p> <p>Signature of person making request</p>		<p>How are you related to the person on Birth Certificate</p> <p>Self ___ Parent ___ Spouse ___</p> <p>Other _____ Specify</p>	
Reason for request	<input type="checkbox"/> ID/Drivers License <input type="checkbox"/> Travel/Passport <input type="checkbox"/> School <input type="checkbox"/> Medicaid <input type="checkbox"/> Newborn <input type="checkbox"/> Social Security <input type="checkbox"/> Social Services <input type="checkbox"/> Employment Other: (specify) _____		
<p>→ How many copies do you want?</p>		<p>Search and/or First Copy \$20 Each Additional Copy \$13</p>	

Information about person whose birth certificate is requested - please print

Full Name at Birth	First	Middle Name	Last Name (Maiden Name)
Date of birth	Month	Day	Year If yes, date of death
Place of birth	City	County	State Colorado
Name of mother (maiden)	First	Middle	Maiden
Full name of father	First	Middle	Last
Credit Card Number	Exp Date		
Billing zip code	CCV Code		

For Staff Use Only:	State File # _____
Certificate Number: _____	Date Issued: _____ Receipt #: _____ Type _____ Registrar: _____

PLEASE INSURE ALL INFORMATION ON YOUR CERTIFICATE IS CORRECT BEFORE LEAVING.

If you need to correct or exchange a certificate there will be additional charges.



***Certified certificates may be issued to:**
(note: proof of relationship is required)

The registrant (person named on certificate)
Spouse
Parents/Step-parents
Adult Children
Grandparents/Great Grandparents
Grandchildren
Legal Guardian

Siblings
Legal Representative of any above
For complete list, visit: www.colorado.gov/cdphe

ID REQUIREMENTS

At least 1 of the following: (No expired documents accepted)	OR at least 2 of the following: (Any document expired more than six months will not be accepted)
'PRIMARY' LIST	'SECONDARY' LIST
Alien Registration Receipt/Permanent Resident Card	Acknowledgement of Parentage document (Colorado only)
Certificate of U.S. Citizenship	Birth certificate of Applicant (U.S. only)
Jail Temporary Inmate ID: Denver or Pueblo County	Court order for Adoption or Name Change
Colorado Department of Corrections ID card	Craft or Trade License (Colorado only)
Colorado Department of Human Services Youth Corrections ID	DD-214
Colorado Temporary Driver's License/State ID (must be current)	Divorce Decree (U.S. only)
Employment Authorization Card (I-766)	Colorado Gaming License
Foreign Passport	Hospital Birth Worksheet (within 6 months of birth)
Government Work ID	Colorado Hunting or Fishing License (must be current)
Job Corps ID Card	Foreign or International Driving License (with photo)
US Merchant Mariner Card/Book	IRS-ITIN Card/Letter
Driver's License/ID Card (DMV – U.S. only)	Marriage License/Certificate (U.S. only)
School, University or College ID Card (must be current)	Medicare Card
Temporary Resident Card	Mexican Voter Registration Card
U.S. B1/B2 Card with I-94	Motor Vehicle Registration or Title (must be current – U.S. only)
U.S. Certificate of Naturalization	Pilot License
U.S. Citizenship ID Card (I-197)	State, Territorial or Federal Prison or Corrections ID Card
U.S. Military ID Card	Social Security Card
U.S. Passport Book or Card	Selective Service Card/Letter (U.S. only)
	Weapon or Gun Permit (U.S. only)
	Work ID, Paycheck Stub (within 3 months) or W2 (last tax year)
	Any expired document from the "Primary" list (cannot be expired more than 6 months)

WE CANNOT ACCEPT:

Matricula Consular Card	Novelty ID Card
Medicaid Card/WIC	Non-expiring ID cards (unless issued within last 5 years)
Souvenir/Hospital birth certificates	Out-of-State Temporary Driver's Licenses or Temporary State ID card

If you cannot provide acceptable identification, it is suggested that you ask a spouse, parent, grandparent, sibling or adult child, who can provide appropriate identification, to request the certificate.

PROOF OF RELATIONSHIP is required.