

San Juan Basin Health Department Vital Records
Application for Certified Copy of Birth Certificate
www.sjbhd.org

Number of Copies _____ Total Fee _____ CK _____ Cash _____
FEE: \$17.75 for first copy (or search when no record found)
\$10 for each additional copy of same record when ordered at the same time
FEES ARE NON-REFUNDABLE

Make checks or money orders payable and send to:

San Juan Basin Health Department	Pagosa Office
Mail: P.O. Box 140	Mail: P.O. Box 597
Physical location: 281 Sawyer Dr.	Physical location: 502 S. 8 th St
Durango, CO 81302	Pagosa Springs, CO 81147
970-247-5702	970-264-2409

Application Accepted by: _____ Date: _____
Certificate printed by _____
Certificate released by _____ Certificate #: _____

Information about person for whose birth certificate is requested – *please type or print*

Full name at birth	First	Middle	Last
Date of birth	Month	Day	Year
Place of birth	City	County	State COLORADO
Full maiden name of mother	First	Middle	Maiden
Full name of father	First	Middle	Last
Pursuant to Colorado Revised Statutes §25-2-117 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 \$1,000.00, or imprisonment in the county jail for not more than one year, or both such fine and imprisonment (CRS §25-2-118).			
By signing below, I have read and understand that there are penalties for obtaining a record under false pretenses. All requests must be accompanied by a copy of the requestor's identification before processing. <u>IMPORTANT:</u> PLEASE RETURN THIS APPLICATION WITH A COPY OF YOUR DRIVER'S LICENSE, STATE ID, PASSPORT, OR OTHER APPROVED IDENTIFICATION. FOR COMPLETE LIST OF APPROVED IDENTIFICATION, SEE BELOW.			
Signature of person making request	Relationship to registrant - <i>see below</i>		Date of Request
Address	City	State	Zip Code
Daytime Phone			Office Use Only
All requests for birth certificates must be accompanied by a copy of the requestor's identification before processing.			

Certified copies of birth certificates are available for all births occurring in La Plata County, and for births occurring anywhere in Colorado from 1904 to the present. Certified copies of birth certificates are issued on Banknote paper. They do not have a raised seal; however, a state seal is imprinted in the paper. A raised seal is not needed for travel purposes. A certified copy is considered a legal copy of your birth certificate. A hospital-issued birth certificate cannot be used for legal purposes.

Certified copies of birth certificates may be issued to:

- | | |
|--|--|
| ❖ The registrant (person named on the certificate) | ❖ Adult children or grandchildren of the registrant* |
| ❖ Parents | ❖ Stepchildren* |
| ❖ Grandparents* | ❖ Legal guardian* |
| ❖ Stepparents* | ❖ Legal representatives of any of the above* |
| ❖ Siblings* | ❖ Genealogists representing family members with appropriate credentials* |
| ❖ Spouse* | |

*** Please note that proof of relationship is REQUIRED: (e.g. marriage certificate, birth certificate, court orders)**

What do I need to obtain a certified copy of a birth certificate?

At least one of the following:

- Alien Registration/Permanent Resident Card
- Certificate of US Citizenship
- CO Department of Corrections ID Card
- Employment Authorization Card
- Foreign Passport
- Photo Driver's License
- Photo ID Card
- School, University or College ID Card
- Temporary Resident Card
- US B1/B2 Visa card & Valid I94 card
- US Certificate of Naturalization
- US Citizen Identification Card
- US Military Identification Card
- US Passport

Or at least 2 of the following:

- Acknowledgement of Paternity Document
- Birth Certificate of Applicant
- CO Temp Driver License Renewal Form
- Court order for adoption or name change
- Craft or Trade license
- DD-214
- Divorce Decree
- Hospital Birth Worksheet
- Hunting or Fishing License
- Income tax return
- IRS-TIN Card
- Marriage License
- Medicare card
- Merchant Mariner Card
- Mexican Voter Registration card
- Motor Vehicle Registration/Title
- Pilot License
- State, territorial, or federal prison or correction card
- Probation documents
- Property tax return
- Selective Service Card
- Social Security Card
- Social Services Card
- Tribal ID Card
- Voter Registration Card
- Weapon or Gun Permit
- Work ID, Paycheck Stub or W-2
- Non-Expiring State ID card

Not acceptable in any circumstance:

- Matricula Consular Cards
- Birth Certs issued by foreign govts.
- City & County detention center ID cards
- Novelty ID Cards
- Souvenir birth certificates
- Veterans Universal Access ID cards
- Undated documents
- ID cards for Katrina evacuees issued by FEMA and others

