



ISLAND COUNTY PUBLIC HEALTH

Vital Statistics

PO Box 5000 / 1 NE 6th Street
Coupeville, WA 98239 360-679-7350

Washington State Certified Birth Certificate Application (In person only)

For a mailed Certified Birth Certificate, go to WWW.Vitalchek.com

Applicant Information

Name:
Address:
City: State: Zip Code:
Phone Number: Email Address:

To receive a birth certificate, you must indicate your relationship to the registrant below and sign the sworn statement that you are authorized to receive the certificate. You must provide qualifying proof of identity and proof of eligibility documentation.

Select Relationship
Self Spouse/Domestic Partner Sibling Greatgrandparent
Parent Stepparent Grandparent Legal Guardian
Child Stepchild Grandchild Legal Representative
Courts Authorized Representative Government Agency

Birth Record Information

First Name: Middle Name: Last Name:
Date of Birth: City of Birth: County of Birth:
Mother First Name(s): Mother Middle Name(s):
Mother Last Name(s): (Prior to first marriage)
Father First Name(s): Father Middle Name(s):
Father Last Name(s):

I declare under penalty of perjury under the laws of the state of Washington that the information I have provided is true and correct. Further, be advised that willfully providing a false statement to vital records for a certificate is a gross misdemeanor under Washington law, RCW 70.58A.590(2)

Applicant Signature: Date Signed:

Table with 4 columns: Fees (please complete below), Please make Check or money order payable to ICPH, Fee for each certificate: \$25.00, Processing Fee: \$5.00, Total Due:

For Office Use Only

Approved type of Identification used to obtain certified copy(copies) of Birth Certificate:
Valid Drivers License/ID Valid Passport Legal Documentation Other
If two alternative documents are received, list the two below (must have matching first and last names and address, or in combination full name, date of birth and photo:
Receipt Number: Date Received: Initials:
Date order filled: Initials:

WASHINGTON STATE VITAL RECORDS ACCEPTABLE PROOFS OF IDENTITY DOCUMENTATION

One of the following government issued documents (must contain photo, full name, and date of birth) that is current or expired less than 60 days:

- Washington State enhanced driver's license (EDL), driver's license (DL), permit, or identification (ID) card
- Out-of-state enhanced driver's license (EDL) or REAL ID license, driver's license (DL) or identification (ID) card
- U.S. passport or card
- Consulate card
- Foreign passport, driver's license, or ID card
- Permanent resident card
- Tribal membership or enrollment ID card from a federally recognized Indian tribe
- U.S. Immigration or naturalization papers
- U.S. Bureau of Indian Affairs ID card
- U.S. Certificate of Citizenship or Naturalization
- U.S. Citizenship and Immigration Service ID
- 1-571 U.S. Refugee Travel Document
- U.S. alien registration card
- 1-327 U.S. Permit to Re-Enter Travel Documentation
- 1-766 Employment Authorization
- NEXUS, SENTRI, or FAST border crossing card
- U.S. Merchant Mariner's card
- U.S. B1/B2 Visa Border Crossing Card (Form DSP-150)

OR - At least two alternative documents (must contain matching first and last name and address, or in combination contains full name, date of birth, and photograph):

- Any of the government issued identity documents listed above, if expired more than 60 days or does not contain a photograph
- Adoption court order or decree
- Auto insurance policy
- Business mail from state or federal agency dated within 2 months
- Company identification card
- Current student body card (high school students only)
- DSHS benefits letter indicating unexpired benefits (medical, food, etc.)
- Home utility bill for Washington address (gas, electric, water, garbage, sewer, landline phone, TV, Internet, ISTA) dated within the past 2 months
- Individual Tax identification Number (ITIN) letter from Internal Revenue Service (IRS)
- Letter attesting residence in alternative housing (e.g. assisted living, college campus, shelter, mission, senior housing, or retirement home) on company letter head with a phone number that could be used in verification of the facility
- Letter from a government agency that you're an employee of and that we have an agreement with (contact your supervising agency and have them send us the letter)
- Letter from DCYF Children's Administration for foster youth
- Medical or hospital card of identification
- Medicare card (not a DSHS medical card)
- Monthly bank account statement (Document must be no more than 30 days old)
- Moorage document (bill, contract, etc.)
- Official corrections department or parole papers
- Official papers issued by courts of record which include date of birth
- Pay check or pay stub with the employer's name and phone number or address (Document must be no more than 30 days old)
- Personalized check or savings account passbook
- Police employee card issued by Washington city or county
- Pre or post-natal care records
- Proof of home ownership (mortgage documents, property tax documents, deed, title, insurance, policy, etc.)
- School transcript or records, or Forms 1-20 or DS-2019 for foreign exchange students
- School yearbook or copy certified by the school with recognizable photo (highschool students only)
- Social Security card
- State hunting or fishing license
- State or Federal government employee badge with photo
- Tax statements – W-2 forms, 1099, etc.
- Transportation Worker Identification Credential (TWIC)
- Tribal membership or enrollment ID card from a federally recognized Indian tribe (without photo)
- U.S. military document issued within 1 year, Selective Service card, or military discharge paper
- Unexpired concealed weapons permit issued by federal, state, or municipal government
- Unexpired professional license (nurse, physician, engineer, pilot, etc.)
- Union membership card
- Valid food stamp, welfare, or unemployment identification
- Veteran Administration Identification
- Voter registration card issued by a county elections department
- Ward of the Court decree/Order of Dependency
- Washington vehicle registration or title (a quick title isn't acceptable)