BERGENFIELD HEALTH DEPT. 198 N. WASHINGTON AVENUE BERGENFIELD, NJ 07621 201-387-4055 EXT 5

APPLICATION FOR A NON-GENEALOGICAL CERTIFICATION OR CERTIFIED COPY OF VITAL RECORD

☐ Certified Copy ☐ Certified Copy for an Apostille Seal ☐ Certification	Requestor's Relationship to Person on Record (proof is required for certified cop	
		Reasons for Request
Name of Requestor		Passport
First Middle		Driver's License
Last		School / Sports
Current Mailing Address (must match address on ID)		Veterans' Benefits Social Security Card / Benefits
Street		Medicare
City State	Zip Code	Welfare / Disability Other:
Email Address	Daytime Phone Number	Other.
<i>@</i> .		
BIRTH		
Child's Name at Birth First	Middle	Last
No. Requested Copies Place of Birth		County Date of Birth
City	State	/ /
Name of Child's Parents (name given at birth or on bi	rth certificate / Maiden Name)	
Parent A First	Middle	Last
Parent B First ,	Middle	, Last
If Child's name was changed:		
	Describe Change	
New Name	Describe Change	
New Name MARRIAGE	CIVIL UNION	DOMESTIC PARTNERSHIP
		DOMESTIC PARTNERSHIP County Date of Event
MARRIAGE		
MARRIAGE No. Requested Copies Place of Event	CIVIL UNION State	County Date of Event
MARRIAGE No. Requested Copies Place of Event City	CIVIL UNION State	County Date of Event
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certification)	CIVIL UNION State Grate / Maiden Name)	County Date of Event / /
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certif) Spouse A First Spouse B First	State Cicate / Maiden Name) Middle	County Date of Event / /
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certi) Spouse A First Spouse B First DEATH	State Gicate / Maiden Name) Middle Middle	County Date of Event / / Last Last
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certi) Spouse A First Spouse B First DEATH Name of Decedent First	State Cicate / Maiden Name) Middle	County Date of Event / / Last Last Last
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certi) Spouse A First Spouse B First DEATH Name of Decedent No. Requested Copies Place of Death	State icate / Maiden Name) Middle Middle Middle	County Date of Event / Last Last Last County Date of Death
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certi) Spouse A First Spouse B First DEATH Name of Decedent First	State Cicate / Maiden Name) Middle Middle Middle	County Date of Event / / Last Last Last
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certi) Spouse A First Spouse B First DEATH Name of Decedent First No. Requested Copies Place of Death City	State Cicate / Maiden Name) Middle Middle Middle	County Date of Event / Last Last Last County Date of Death
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certify Spouse A First Spouse B First DEATH Name of Decedent First No. Requested Copies Place of Death City Name of Decedent's Parents (name given at birth or	State Cicate / Maiden Name) Middle Middle Middle State on birth certificate / Maiden Name)	County Date of Event / / Last Last Last County Date of Death / /
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certify) Spouse A First Spouse B First DEATH Name of Decedent First No. Requested Copies Place of Death City Name of Decedent's Parents (name given at birth or parent A First)	State icate / Maiden Name) Middle Middle Middle State on birth certificate / Maiden Name) Middle	County Date of Event / / Last Last Last County Date of Death / / Last
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certify Spouse A First Spouse B First DEATH Name of Decedent First No. Requested Copies Place of Death City Name of Decedent's Parents (name given at birth or parent A First Parent B First	State icate / Maiden Name) Middle Middle Middle State on birth certificate / Maiden Name) Middle	County Date of Event / / Last Last County Date of Death / / Last Last Last Last Last
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MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certify Spouse A First Spouse B First DEATH Name of Decedent First No. Requested Copies Place of Death City Name of Decedent's Parents (name given at birth or parent A First Parent B First Have you enclosed and completed all	State Cicate / Maiden Name) Middle Middle Middle State on birth certificate / Maiden Name) Middle Middle Completed Application	County Date of Event / / Last Last County Date of Death / / Last Last Date of Death / / Last Last Date of Death / /
MARRIAGE No. Requested Copies Place of Event City Name of Spouses (name given at birth or on birth certify Spouse A First Spouse B First DEATH Name of Decedent First No. Requested Copies Place of Death City Name of Decedent's Parents (name given at birth or parent A First Parent B First Have you enclosed and completed all	State Cicate / Maiden Name) Middle Middle Middle State on birth certificate / Maiden Name) Middle Middle Completed Application	County Date of Event / / Last Last County Date of Death / / Last Last Last Last Acceptable Forms of ID

INSTRUCTIONS FOR OBTAINING A COPY OF NON-GENEALOGICAL VITAL RECORDS

- Non-Genealogical Records are births occurring within the last 80 years or if the individual is still living, marriages occurring within the last 50 years, deaths occurring within the last 40 years and all civil union and domestic partnership records.
- Certified Copies have the raised seal of the office issuing the record and are always issued on State of New Jersey safety
 paper. Certified copies may be used to establish identity and are legal documents.
- Certifications are issued on plain paper with no seal and clearly indicate they are not valid for establishing identity or for legal purposes. Certifications are generally useful for genealogy. Certifications of death records do not contain the Social Security Number or the Cause of Death medical terminology.
- Apostille Seal An Apostille Seal is an additional seal required for certain certified records that will be presented to a foreign
 government that is a member of the Hague Treaty. The seal is often required on documents for international adoptions or
 establishing dual citizenship. Contact the consulate of the country involved to determine if you need an Apostille Seal.

An Apostille Seal can only be obtained by first requesting certified copy of the vital record from the State Office of Vital Statistics and Registry. You would then forward this document to the New Jersey Department of Treasury, which issues the Apostille Seal. Additional information is available at: http://www.state.nj.us/treasury/revenue/apostilles.shtml.

Applications for a certification or certified copy of a **Non-Genealogical** record **require** the applicant to provide a completed application, valid proof of identity¹, payment of the fee and, if requesting a certified copy, proof that establishes you are:

- the subject of the record;
- o the subject's parent, legal guardian or legal representative;
- o the subject's spouse/civil union partner, domestic partner, child, grandchild or sibling, if of legal age;
- o a state or federal agency for official purposes; or
- o requesting pursuant to a court order.

To request a certified copy of a <u>Certificate of Birth Resulting in Stillbirth</u>, use form REG-68, which is available on the New Jersey Department of Health website at: http://nj.gov/health/vital/registration-vital/stillbirth/.

Hours of Operation:
8:30AM- 4:30PM MON-FRI
Fees:
1st Copy

Valid photo driver's license or photo non-driver's license with current address OR valid driver's license without photo and an alternate form of ID with current address OR two (2) alternate forms of ID, one of which must show the current address. Alternate forms of ID are: vehicle registration, vehicle insurance card, voter registration, US/foreign passport, permanent resident card (green card), Immigrant Visa, Federal/State ID, county ID, school ID, utility bill (within the previous 90 days), bank statement (within previous 90 days) or W-2 for current or previous year. Requests for records to be mailed to an address other than that which appears on the requestor's ID must be accompanied by a notarized letter which includes A) the alternate address, and B) a written request to mail records to this alternate address.