

APPLICATION FOR GENEALOGICAL SERVICES

VITAL RECORDS COPIES CANNOT BE PROVIDED FOR COMMERCIAL PURPOSES

1. FEE \$10.00 for certified copy
2. Please read information of reverse side of this sheet.

To insure a complete search, provide as much information as possible.

Please complete the applicable section for each type of record requested: birth, death or marriage.

BIRTH

Name at Birth _____

Date of Birth _____

Place of Birth _____

Father's Name _____

Mother's Maiden Name _____

MARRIAGE

Name of Bride _____

Name of Groom _____

Date of Marriage _____

Place of Marriage and/or License _____

DEATH

Name at Death _____

Date of Death _____ Age at Death _____

Place of Death _____

Names of Parents _____

Name of Spouse _____

For what purpose is the information required? _____

What is your relationship to person whose record is requested? _____

In what capacity are you acting? _____

SIGNATURE OF APPLICANT _____ **Date** _____

Address _____

Phone () _____

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Available Records

- No information shall be released from a record unless the person to whom the record relates is known to the applicant to be deceased.
- No information shall be released unless the record has been on file for a minimum required period: birth records must have been on file for at least 75 years, death records for 50 years, marriage records for 50 years (both parties to the marriage must be deceased).
- The time periods above are waived if the applicant is a descendant and provides documentation of direct line descent. A party acting on behalf of a descendant shall further provide documentation that the descendant authorized the party to make such application.