



C.L. "BUTCH" OTTER – GOVERNOR  
RICHARD M. ARMSTRONG – DIRECTOR

# IDAHO DEPARTMENT OF HEALTH & WELFARE

JAMES B. AYDELOTTE – STATE REGISTRAR AND BUREAU CHIEF  
BUREAU OF VITAL RECORDS AND HEALTH STATISTICS  
DIVISION OF PUBLIC HEALTH  
P.O. Box 83720  
Boise, Idaho 83720-0036  
PHONE 208-334-5980  
FAX 208-332-7260

## **HOW DO I REQUEST A SEARCH OF THE PUTATIVE FATHER REGISTRY OR ABANDONED CHILD REGISTRY PURSUANT TO §16-1513 IDAHO CODE?**

Parties who are entitled to request a certificate of search of the registries include:

- Immediate family members of the child, which includes: the child's mother and her parents (maternal grandparents), the father listed on the child's birth certificate and his parents (paternal grandparents), and adult siblings of the child. If the parental rights of the mother or father listed on the birth certificate have been terminated by a court of law, they are no longer entitled to the information.
- The child's custodian or legal guardian (proof of custody or legal guardianship required)
- The legal representative\* of the child
- The legal representative\* of the mother or father listed on the birth certificate, unless their parental rights have been terminated by a court of law.
- The legal representative\* of a person petitioning to become the custodian, legal guardian or adoptive parent of the child.
- Parties who have been authorized to receive the information by order of an Idaho court
- A putative father may request a search to confirm if his own registry form was received

Mail a signed written request that states which registry you want us to search (Putative Father Registry **and/or** the Abandoned Child Registry) and provides the following information:

- The child's full name
- The child's date of birth or expected date of birth
- The child's place of birth or expected place of birth
- The mother's full maiden name

The requestor must state their relationship\*\* to the child and provide a copy of their current identification\*\*\*.

Please note there is a **\$16.00 fee** to conduct each search. **If you are requesting a search of both registries enclose a check or money order in the amount of \$32.00.**



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The Idaho Bureau of Vital Records and Health Statistics does not have a public counter. Your request may be dropped off in our lobby drop box located at 450 West State Street, Boise, Idaho 83702, or mailed to our post office box:

VITAL RECORDS  
P.O. BOX 83720  
BOISE, ID 83720-0036

\* If you are an attorney requesting the search, please provide the signed request on your firm's letterhead and include a statement that tells us who you represent and their relationship to the child.

\*\* Proof of relationship or documentation establishing the requestor's entitlement to the information may be required.

\*\*\* Please visit the following website for a list of valid identification:  
<http://vitalrecords.dhw.idaho.gov>