

CREDIT CARD ONLY – RUSH REQUEST IDAHO VITAL STATISTICS CERTIFICATE REQUEST

PO Box 83720 • Boise, ID 83720-0036 • (208) 334-5988 • www.healthandwelfare.idaho.gov

INSTRUCTIONS: Complete the section(s) below for the type of certificate(s) you are ordering.
Additional information about fees for optional services, who can order, and ID is on the back of this form.

FEES:

- \$23.50 for the first certificate (includes a \$10.50 special handling fee), all non-refundable.
- Additional certificates ordered at same time are \$13.00 each.
- If Express Service delivery is requested, current express fees will be added to the charges.

____ Certified Photocopy*
* See back for details

WHO CAN ORDER?

Only immediate family members, their legal representatives, or those who demonstrate a direct property right.

IDENTIFICATION:

The person signing this request must provide a photocopy of their current driver's license or other current legal picture identification with a signature. If this is not available, two other forms of identification are required; one **MUST** have a signature. Please send photocopies of **both sides** of the ID when mailing your request.

DELIVERY METHOD: (OFFICE PROCESSING TIME: ■ Express Service-2 days ■ Regular Mail – 5 to 7 business days)

Please specify method of delivery: ____ **Express Service (or)** ____ **U.S. Mail** (If none selected, U.S. Mail will be used.)

PLEASE PRINT

Your Name _____ Send to Name (if the same leave blank) _____

Send to: Address _____ City _____

State _____ Zip _____ Email (Required) _____

Your Signature _____ Applicant's Date of Birth _____
(Sign this request with your current name)

Your Credit Card Number _____ Expiration Date _____

Your Daytime Phone Number _____ SSN (last four digits) _____

IMPORTANT: Birth, Death, Stillbirth, Marriage or Divorce MUST have occurred in Idaho.

Birth

PLEASE PRINT

Name on Certificate _____ Date of Birth _____

City of Birth _____ Your Relationship (self, mother, etc.) _____

Father's Full Name _____ Mother's Full Maiden Name _____

Number of Copies _____ Purpose for the Certificate _____

We have birth, death and stillbirth certificates since July 1911, marriage and divorce certificates since May 1947.

Indicate Certificate Requested: _____ **Death** _____ **Stillbirth**

PLEASE PRINT

Name on Certificate _____ Date of Death _____

Your Relationship (mother, son, etc.) _____ City of Death _____

Number of Copies _____ Purpose for the Certificate _____

Indicate Certificate Requested: _____ **Marriage** _____ **Divorce**

PLEASE PRINT

Husband _____ Date of Event _____

Wife _____ City of Event _____

Your Relationship (self, mother, etc.) _____

Number of Copies _____ Purpose for the Certificate _____

FEES: Effective July 1, 2002

- **CERTIFICATES (each):** \$13.00 (*Certificates are certified computer-generated copies and valid for all legal purposes.*)
- **LEGAL AMENDMENT FEE:** \$13.00 (*Includes filing/processing paternity/adoption actions, court ordered name changes, and filing delayed certificates*) Certificates are an additional \$13.00 each.
- **CREDIT CARD FEES:** \$23.50 (*For the first copy, includes \$10.50 special one time handling fee*) Non-refundable.
 - ♦ **A CERTIFIED PHOTOCOPY** (*not computer generated*) of a certificate can be ordered for \$28.50. Additional certified photocopies of the **same** certificate ordered at the same time are \$13.00 each.

BIRTH certificates are legally confidential in Idaho for **100 years**.

DEATH, STILLBIRTH, MARRIAGE and **DIVORCE** certificates are legally confidential in Idaho for **50 years**.

WHO CAN ORDER: Vital Records Are Legally Confidential (*Title 39, Chapter 2, Idaho Code*)

Only immediate family members, their legal representative, or those who provide documentation showing it is needed for their property right may order a legally confidential certificate.

IMMEDIATE FAMILY: ■ Spouse ■ Parent ■ Child ■ Sibling ■ Grandparent ■ Grandchild

NOTE: Proof of relation may be required. Step-relatives, in-laws, great grandparents, aunts, uncles, cousins, etc. are not immediate family, as defined by Idaho Statute.

The person signing this request must provide a photocopy of their driver's license or other legal picture identification with a signature. If this is not available, two other forms of identification are required; one **MUST** have a signature. (*Please send photocopies of **both sides** of the ID when mailing your request.*)

IDENTIFICATION: Identification Is Required

SUGGESTED ID LIST

Picture ID-with a signature:

- ↓
- Driver's License
 - State ID Card
 - Passport
 - Military ID Card
 - Tribal ID Card

OR Two Forms of ID-one MUST have a signature:

- ↓
- Social Security Card
 - Work ID Card
 - Car Registration/Insurance
 - Doctor/Medical Record
 - Fishing License
 - Canceled Check
(not a voided check)
 - Utility Bill
(with current address)
 - Voter Registration Card
 - Credit/Debit/ATM Card
 - School ID Card
 - Library Card
 - Insurance Record
 - Pay Stub
 - Traffic/Pawn Ticket
 - Court Record
 - Year Book

OR

- ↓
- Notarized letter (*you must present the original letter, not a photocopy or faxed copy*)
 - Have an immediate family member (*that has ID*) order it.

IMPORTANT: If acceptable identification is NOT enclosed, and/or your application is incomplete, your request will be returned and significant delays in processing your order may occur.

Warning: False application for a certified copy of a vital record is a felony punishable by a fine up to \$5,000, five years in prison, or both (*Title 39, Chapter 2, Idaho Code*).