



# COLORADO BIRTH CERTIFICATE REQUEST

Kit Carson County  
PO Box 160, Burlington, CO 80807  
719-346-8133 ext. 304 Fax 719-346-7242

Colorado has birth records for the entire state since 1910. Birth certificates are also available from the county office(s); for all county locations visit <http://www.colorado.gov/cdphe>

### REQUIREMENTS

- This request must be completed in full. Please type or print clearly.
- Enclose a copy of a current driver's license, passport or State identification (see reverse side).
- Enclose appropriate fees
- Person requesting to receive a birth certificate must sign below.
- Proof of Relationship is required (Parents and Registrant excluded)
- Enclose a copy of the death certificate if the person is deceased.

### Requestor Information (Please Print)

Name of Person Making Request	First Name	Middle	Last	Email:	
Mailing Address	Street	Apt #	City	State Zip ( )	Daytime Phone ( )
Physical Address	Street	Apt#	City	State Zip ( )	Alt Phone Number ( )
<b>Relationship to Registrant*</b> (person named on certificate) <input type="checkbox"/> Self <input type="checkbox"/> Parent <input type="checkbox"/> Grandparent <input type="checkbox"/> Step-parent <input type="checkbox"/> Sibling <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Stepchild <input type="checkbox"/> Legal guardian <input type="checkbox"/> Legal representative <input type="checkbox"/> Other _____					
*see reverse side					
<b>Reason for Request:</b> <input type="checkbox"/> Newborn <input type="checkbox"/> Travel/Passport <input type="checkbox"/> Records <input type="checkbox"/> School <input type="checkbox"/> Insurance <input type="checkbox"/> Other: _____					

### Registrant Information (Please Print)

Person listed on the birth certificate. \*\*If adopted, provide adoptive information and see special service on the bottom of the reverse side.\*\*

Full Name at Birth	First	Middle	Last	
Date of Birth	Month	Day	Year	Is this person deceased? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, you must provide a copy of the death certificate
Place of Birth	City		County	State Colorado ONLY
Full Name of Mother or Parent A	First		Middle	LAST NAME PRIOR TO FIRST MARRIAGE
Full Name of Father or Parent B	First		Middle	LAST NAME PRIOR TO FIRST MARRIAGE

Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00, or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118).

By signing below, I have read and understand that there are penalties for obtaining a record under false pretenses. Today's Date

Sign Here →

### Charges: (FEES NON-REFUNDABLE)

\$20.00 for one \$13.00 for each additional certificate of the same record ordered at the same time  Total Charges *Within the continental U.S.  <b>FOR OFFICE USE ONLY</b> STATE FILE# _____  CERTIFICATE# _____	\$ _____ \$ _____ \$ _____	<b>Credit Card Orders**</b> Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express Cardholder Name: _____  Card Number:    _   _   _   _   _   _   _   _   _   _  Expiration Date: _____ / _____ Verification Code _____
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## Proof of Relationship

If your name is not listed on the birth certificate, **proof of relationship is required** before the birth certificate will be issued (e.g. marriage certificate, birth certificate, court orders). Certified Birth certificates may be issued to:

- The registrant (person named on the certificate)
  - Spouse
  - Parents
  - Siblings
  - Adult children
  - Grandparents
  - Great grandparents
  - Grandchild
  - Stepparents
  - Legal guardian
- Legal representatives of any of the above must present proof of client relationship

For a complete list visit: <http://www.colorado.gov/cdphe/vitalrecords>

## Proof of Identity

	PRIMARY LIST	OR	SECONDARY LIST	WE CANNOT ACCEPT THE FOLLOWING:
▲ ACCEPTED ID DOCUMENTS ▼	Submit one of the following. No expired documents accepted.		Submit two of the following ONLY if you do not have a document listed under the Primary List. Documents expired more than six months will not be accepted.	
	<input type="checkbox"/> Alien Registration Receipt/Permanent Resident Card <input type="checkbox"/> Certificate of U.S. Citizenship <input type="checkbox"/> Jail Temporary Inmate ID: Denver and Pueblo county <input type="checkbox"/> Colorado Department of Corrections ID card <input type="checkbox"/> CO Temporary Driver's license / State ID (must be current) <input type="checkbox"/> Department of Human Services Youth Corrections ID <input type="checkbox"/> Employment Authorization Card (I-766) <input type="checkbox"/> Foreign Passport <input type="checkbox"/> Government Work ID <input type="checkbox"/> Job Corps ID <input type="checkbox"/> Photo Driver's license / Photo ID Card (DMV U.S. only) <input type="checkbox"/> School, University or College ID Card (must be current) <input type="checkbox"/> Temporary Resident Card <input type="checkbox"/> U.S. B1/B2 Visa card with I-94 <input type="checkbox"/> U.S. Certificate of Naturalization <input type="checkbox"/> U.S. Citizenship ID Card (I-197) <input type="checkbox"/> U.S. Military ID card <input type="checkbox"/> U.S. Passport <input type="checkbox"/> U.S. Merchant Mariner ID / Book		<input type="checkbox"/> Acknowledgment of Paternity document (Colorado only) <input type="checkbox"/> Birth Certificate of Applicant (U.S.A only) <input type="checkbox"/> Court order of adoption or name change <input type="checkbox"/> Colorado craft or trade license <input type="checkbox"/> DD-214 <input type="checkbox"/> Divorce Decree (U.S.A only) <input type="checkbox"/> Hospital birth worksheet (for infants under 6 months) <input type="checkbox"/> Hunting or Fishing License (must be current-Colorado only) <input type="checkbox"/> IRS-TIN card <input type="checkbox"/> Marriage license (U.S.A only) <input type="checkbox"/> Medicare Card <input type="checkbox"/> Foreign or International Driving License (with photo) <input type="checkbox"/> Mexican voter registration card <input type="checkbox"/> Motor vehicle registration or title (U.S.A only) <input type="checkbox"/> Pilot license <input type="checkbox"/> Selective Service Card (U.S.A only) <input type="checkbox"/> Social Security Card <input type="checkbox"/> State or federal prison or corrections card <input type="checkbox"/> Weapon or gun permit (U.S.A only) <input type="checkbox"/> Work ID, Paycheck Stub (within 3 months) or W-2 (Last tax year) <input type="checkbox"/> Any Expired document from the Primary List (cannot be expired more than 6 months)	<input type="checkbox"/> Matricula Consular Card <input type="checkbox"/> Novelty ID Card <input type="checkbox"/> Non-expiring Identification Cards (unless issued in last 5 years) <input type="checkbox"/> Souvenir birth certificates <input type="checkbox"/> Out-of-State Temporary Driver's license or Temporary State ID <input type="checkbox"/> Medicaid card / WIC

If you cannot provide acceptable identification, it is suggested that you ask a spouse, parent, grandparent, sibling, or adult child, who can provide appropriate identification, to request the certificate.