BIRTH
APPLICATION FOR A SEARCH AND/OR CERTIFIED COPY OF A BIRTH RECORD PRIOR TO 1910:

FEES:
$15.00  Issuance of certified copy, when certificate number is provided, or search of birth records in one year and one City/Borough for one name and issuance of one certified copy or “not found” statement.

$  2.00  Per additional year to be searched in one City/Borough for the same name.

$  2.00  Per additional City/Borough to be searched in one year for same name.

$10.00  Per additional copy of record.

$  5.00  Per letter of exemplification. Enclose payment for a letter of exemplification in a separate check or money order. If the record is “not found” the payment for the letter will be returned.

- Enclose stamped, self-addressed envelope.
- Make check or money order payable to: NYC Department of Records.
- To expedite processing, please send each request separately.

PLEASE PRINT OR TYPE
Last name on birth record | First name | Female/Male

Date of birth
Month    Day    Year (s)

Place of birth – if at home, house number and street | City/Borough

Father’s name, if known | Mother’s name, if known

Your relationship to person named above | Certificate no., if known

Purpose for which this record will be used | Number of copies requested

Your Name, please print | Signature

Address

City | State | Zip Code

MA-22(02-09)