

## Vital Statistics Birth Certificate General Information

A birth certificate is on file in the Town Clerk/Registrar of Vital Statistics' office in the town where the birth occurred and in the town in which the mother resided at the time of birth in the State of Connecticut.

Birth records, which are less than 100 years old, are not public record within the State of Connecticut. Other vital records are open to public inspection, except for birth certificates. Birth records over 100 years old are open record.



Individuals authorized to gain access and receive copies of birth certificates must be 18 years old or older for full copies of certificates. The small wallet birth certificate may be obtained by an individual 16 years old, or their parents and grandparents.

Only certified copies of birth certificates with raised seal can be issued by the Town Clerk/Registrar of Vital Statistics, even for births over 100 years old.

Requests may be made in writing, or in person, during regular office hours. EMAIL requests cannot be honored.

No out-of-state checks will be accepted. Photo I.D. MUST accompany all requests for birth certificates, and the relationship to individual.

A Self-addressed stamped envelopes should be included, so that we may process your request the same day received.

If you are using an overnight delivery carrier, and want it returned the same way, you must enclose a pre-paid overnight envelope along with your request.

Information contained on vital records will not be given via telephone or internet, nor can we accept faxed requests. Birth certificate requests with original signatures only will be accepted. Please comply.

You may contact the State Department of Health at <http://www.dph.state.ct.us/> for addresses to other states Vitals Records Offices.