

REQUEST FOR A CERTIFIED COPY OF A BIRTH CERTIFICATE

HAMDEN TOWN CLERK
2750 Dixwell Avenue
Hamden, CT 06518
(203) 287-7112

I AM REQUESTING A COPY OF THE BIRTH CERTIFICATE FOR:

Full Birth Name:	
Place of Birth:	Date of Birth:
Mother's Full Maiden Name:	Birthplace:
Father's Full Name:	Birthplace:

PLEASE STATE THE SIZE OF BIRTH CERTIFICATE REQUESTED:

Long Form Wallet Size Fee: **\$20.00 (Long)/ \$15.00 Wallet (Short)** each
Envelope (add \$1.00) Plastic Holder (add \$1.00) **No Out-of-State Personal Checks Accepted**
Checks/Money Orders Payable to: HAMDEN TOWN CLERK

My relationship to the above person is:

- Myself My Child My grandchild/grandparent
My Parent My Spouse A person whom I legally represent*
(*Please provide documentation)

THE FOLLOWING MUST BE INCLUDED BY THE PERSON MAKING THE REQUEST

1. Photo identification (driver's license, etc.) If photo ID is not available then include originals or photocopies of any 2 of the following:

- | | |
|--|---|
| <input type="checkbox"/> Social Security Card | <input type="checkbox"/> Written verification of ID from employer (paystub) |
| <input type="checkbox"/> Auto Registration | <input type="checkbox"/> Copy of utility bill showing name and address |
| <input type="checkbox"/> Checking account deposit slips stating name and address | <input type="checkbox"/> Voter Registration Card |

2. Copy of photo ID and proof that you are the child of the parent whose certificate you are requesting.
Copy of photo ID and proof that you are the grandparent/grandchild of the grandchild/grandparent whose certificate you are requesting.

Please Note: All of the above requirements are mandated by State Statutes.

Your Name:	Phone #:
Address:	Reason for requesting certificate:
City, State and Zip Code:	

I DECLARE UNDER PENALTIES OF FALSE STATEMENTS THAT THE ABOVE STATEMENTS AND INFORMATION ARE TRUE AND CORRECT.	
Signature:	Date:

PLEASE INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE WITH YOUR REQUEST.

For Office Use Only:			
# Requested	Long Form PCN # _____	# Requested	Wallet PCN # _____

amended 10/1/09