



APPLICATION FOR FLORIDA BIRTH RECORD
 (For use by the Office of Sam C. Steele Tax Collector only)

Sam C. Steele, CFC
 Monroe County Tax Collector
 PO BOX 1129 Key West, Florida 33041-1129



Requirement for ordering: Applicant (self or parent) must complete this application and provide valid photo identification. **Acceptable forms of identification** are: Driver's License, State Identification Card, Passport, and/or Military Identification Card.

SECTION A: REGISTRANT INFORMATION

CHILD'S FULL NAME AS SHOWN ON BIRTH RECORD	FIRST		MIDDLE	LAST	SUFFIX
IF NAME WAS CHANGED SINCE BIRTH, INDICATE NEW NAME	FIRST		MIDDLE	LAST	SUFFIX
DATE OF BIRTH	MONTH	DAY	YEAR (4-DIGIT)	STATE FILE NUMBER (if known)	SEX
PLACE OF BIRTH	HOSPITAL		CITY OR TOWN	COUNTY	
MOTHER'S / PARENT'S NAME	FIRST		MIDDLE	LAST NAME PRIOR TO FIRST MARRIAGE (if applicable)	SUFFIX
FATHER'S / PARENT'S NAME	FIRST		MIDDLE	LAST NAME PRIOR TO FIRST MARRIAGE (if applicable)	SUFFIX

SECTION B: APPLICANT (adult requesting certificate) INFORMATION

Any person who willfully and knowingly provides any false information on a certificate, record or report required by Chapter 382, Florida Statutes, or on any application, or who obtains confidential information from any Vital Record under false or fraudulent purposes, commits a felony of the third degree, punishable as provided in Chapter 775, Florida Statutes.

Applicant's Name TYPE OR PRINT	FIRST		MIDDLE	LAST (INCLUDING ANY SUFFIX)	
MAILING ADDRESS (INCLUDE APT. NO., IF APPLICABLE)			CITY	STATE	ZIP CODE
HOME PHONE NUMBER () -	RELATIONSHIP TO REGISTRANT		SIGNATURE OF APPLICANT		
WORK PHONE NUMBER () -					

SECTION C: ORDER & FEE INFORMATION

				COST
Number of Florida Birth Certifications Ordered	_____	@	_____	each _____
*Administrative Fee	_____	@	_____	each _____
Debit Card Transaction Fee (per transaction)	_____	@	_____	each _____
Credit Card Transaction Fee (2.50% of total or \$2.50, whichever is greater)	_____	@	_____	each _____
Total Amount Due				_____

For Office Use Only:

Date: _____

Audit Control # (Bottom Left): _____

INFORMATION AND INSTRUCTIONS FOR BIRTH RECORD APPLICATION

COMPUTER CERTIFICATION: computer certifications are accepted by all state and federal agencies and used for any type of travel.

A computer certification has two different formats:

1. A certification of a registered birth (2004 to present), supplies the following facts of birth: Child's Name, Date of Birth, Sex, Time, Weight, Place of Birth (City, County and Location) and Parents' Information.
2. A certification of a registered birth (1930 to 2003), supplies the following facts of birth: Child's Name, Date of Birth, Sex, County of Birth and Parents' Name.

AVAILABILITY: Birth registration was not required by state law until 1917, but there are some records on file dating back to 1865.

ELIGIBILITY: Birth certificates can be issued to:

1. Registrant (the child named on the record) if of legal age (18)
2. Parent(s) listed on the Birth Record

Any person of legal age may be issued a certified copy of a birth record (except for those birth records under seal) for a birth event that occurred more than 100 years ago.

BIRTH RECORDS UNDER SEAL: Birth records under seal by reason of adoption, paternity determination or court order cannot be ordered in the usual manner. For a record under seal, write to:

BUREAU OF VITAL STATISTICS
ATTN: Records Amendment Section
P.O. BOX 210
Jacksonville, FL 32231-0042

REQUIREMENT FOR ORDERING: Applicant (self or parent) must provide valid photo identification. Acceptable forms of identification are the following: **Driver's License, State Identification Card, Passport** and/or **Military Identification Card.**

RELATIONSHIP TO REGISTRANT: A person ordering his or her own certificate should enter "SELF" in this space. Also, explain if name has been changed; married name, name changed legally (when and where), etc.

FEES ARE NONREFUNDABLE: Fees are nonrefundable, except fees paid for additional copies when no record is found. These are refunded on written request.

APPLICANT'S SIGNATURE: Is required, as well as his/her printed name, residence address and telephone number.

COUNTY HEALTH DEPARTMENT NAME & ADDRESS
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Florida Department of Health Monroe County
1100 Simonton Street
Room 176
Key West, Florida 33040
305-293-7500

PLEASE VISIT THE BUREAU OF VITAL STATISTICS WEBSITE

www.FloridaVitalStatisticsOnline.com