

## Request to Verify a Minnesota Birth Record

Complete this form to verify that a Minnesota birth record exists for the subject named below. The vital records office will issue a verification with the subject's full name, sex, date and place of birth printed on it if it finds the birth record.

### Information to locate the birth record

<b>Subject</b>	Subject's first name		Subject's middle name		Subject's last name		Subject's name suffix		
	Subject's date of birth	Sex Female Male	Subject's birth city		Subject's birth county		Subject's birth state <b>MN</b>		
<b>Parent(s)</b>	Parent 1 first name		Parent 1 middle name		Parent 1 last name		Parent 1 last name before 1 <sup>st</sup> marriage		Parent 1 name suffix
	Parent 2 first name		Parent 2 middle name		Parent 2 last name		Parent 2 last name before 1 <sup>st</sup> marriage		Parent 2 name suffix

### Person completing this application (requester)

<b>Requester</b>	Requester's first and last name				Requester's phone		Requester's email	
	Requester's mailing address - street				Apt/Unit #	City		State

### Requester eligibility

Minnesota birth records may be confidential or public records depending on the mother's marital status at the time of the birth. The law authorizes who can receive information about confidential births based on the requester's relationship to the subject. If the record is public, sign this form below. If the record is confidential, you must check one of the boxes below and sign the form in front of a notary public. *If you do not know whether the record is public or confidential, sign this form in front of a notary public.*

I am the subject of the birth record and I am age 16 or older

I am the parent of the subject and my name appears on the birth record

I am the guardian of the subject (you must include legal documentation showing guardianship)

I am presenting your office with a valid, certified copy of a U.S. court order

NOTE: The Office of Vital Records returns requests that are incomplete, or when the payment does not cover the requested services. If the record is confidential and your signature is *not* notarized, we will return your request.

### Signature

*I certify that the information provided on this document is accurate and complete to the best of my knowledge. It is against the law to provide false information to get a birth verification. You may be subject to fines, jail time or both. Minnesota Statutes, section 144.227 and section 609.02, subdivisions 3 and 4.*

Signature of requester (Signature must match the name in the requester section above.)

<b>Notary</b>	Signed or attested before me on _____ day of _____, 20____				Notary stamp/seal	
	Notary public printed name					
	Notary public signature			My commission expires		

Requester's first and last name		
<b>How many verifications do you want?</b>	<b>Fee</b>	<b>Subtotals</b>
One birth record verification	\$9	<b>\$9</b>
<b>How do you want your request processed?</b>	<b>Fee</b>	<b>Choose processing</b>
Standard – request processed in the order received	\$0	
Faster – your request goes ahead of standard requests (Does not include UPS delivery)	\$20	
<b>How do you want the verification delivered to you?</b>	<b>Fee</b>	<b>Choose delivery</b>
Regular First Class Mail®	\$0	
United Parcel Service (UPS)	\$16	
<b>For UPS delivery, check here to require a signature.</b> <b>The Office of Vital Records and UPS are not responsible for deliveries that do not require a signature.</b> UPS will not deliver to PO boxes or APO addresses. If you want <b>UPS delivery to an address outside of the United States</b> , you must include a UPS prepaid envelope when you submit your application and fees.		
<b>Fees are due with the application and are non-refundable.</b> <i>Minnesota Statutes, section 144.226</i>		<b>Amount due</b> Write in total if filling out by hand
<b>How do you want to pay?</b>		
<b>Credit Card</b> MasterCard/Visa/Discover	Cardholder name	Valid thru MM/YY
	Card number	3-digit security code
<b>Check</b> Check # _____	<b>Make check or money order payable to FILLMORE COUNTY and send by mail with application. DO NOT SEND CASH.</b>  Checks returned for non-payment will result in a \$30 charge to you. You could also face civil penalties. <i>Minnesota Statutes, section 604.113, subdivision 2.</i>	
<b>Money order</b> Money order # _____		
<b>Send form and payment by mail OR fax</b>		
<b>Mail</b> this form and your payment (check, money order, credit card information) to --OR--		Fillmore County Auditor/Treasurer PO Box 466 Preston, MN 55965
<b>Fax</b> this form and credit card information to		507-765-2662
<b>Questions?</b>	Contact Fillmore County at 507-765-3811	