

# Purchasing a Birth Certificate



## New Requirements

Beginning on January 1, 2021, a new vital records law goes into effect that changes the ordering requirements for birth certificates. For increased security of personal information, only individuals with specific relationships to the person on the birth record being requested can receive a birth certificate. Identity and proof documentation will be required.

### To purchase a birth certificate, you must:

- 1** Be a qualified applicant and prove your relationship by submitting proof documentation.
- 2** Provide identity documentation.
- 3** Provide required information.
- 4** Pay the fee. Fees start at \$25.



### Center for Health Statistics

Certification Services  
Washington State Department of Health  
ContactCHS@doh.wa.gov  
360-236-4300



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To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).

## 1 Eligibility

To purchase a birth certificate, you must be a qualified applicant. Qualified applicants are: self, spouse or domestic partner, parent, stepparent, legal guardian, child, stepchild, sibling, grandparent, great grandparent, legal representative, authorized representative, or government agency or the courts if the birth certificate is used for official duties. If you are not one of the people listed above, you will not receive a birth certificate.

To prove you're a qualified applicant, you must submit documentation proving your relationship. The acceptable documentation to prove qualifying relationship includes:

- Copies of vital records such as birth or marriage certificates from this or another state that links you to the requested birth record
- Copies of certified court orders linking you to the requested birth record (e.g. legal guardianship court order)
- Authorized Representative form
- Document of letter from a government agency or court stating that the birth certificate will be used for official purposes (for government agency or court only)

In some cases, your identity documentation will sufficiently link you to the birth record and serve as your proof documentation.

Visit our website at [www.doh.wa.gov](http://www.doh.wa.gov) for the Proof of Eligibility (PDF) for examples of how to prove qualifying relationship.

## 2 Identification

The acceptable identity documentation includes:

- One government issued identification document that has not expired more than 60 days (must contain photo, full name, and date of birth)
- If you do not have a government issued identification document, then at least two documents from the alternative list.

Visit our website at [www.doh.wa.gov](http://www.doh.wa.gov) for the full list of acceptable identity documentation, including the alternative list.

## 3 Information

The required pieces of information to order a birth certificate are:

- First, middle, and last name of the subject of the record
- First and last name of all the parents listed on the record
- Date of birth (Month, Day, Year)
- City or County where the birth occurred

## 4 Fees

The birth certificate fee is \$25. Additional service fees may be added depending on order method. Order methods include online through [www.VitalChek.com](http://www.VitalChek.com), by phone 1-866-687-1464, mail, or in-person when in-person services resume.

**Important Note:** No refunds will be given if a record could not be located or the documentation you provided did not prove you were eligible to receive a birth certificate.

Visit our website at [www.doh.wa.gov](http://www.doh.wa.gov) for more information.