• Application for Birth Certificate •

City Clerk • 255 Main Street • White Plains, NY 10601 • (914) 422-1227

PLEASE NOTE: Copies of birth certificates are only available to the person named on the certificate (18 years or older), the person's parents, legal guardian (custodial documents are required) or anyone who presents a court order.

REQUIREMENTS FOR IN PERSON AND MAIL REQUESTS

1

Identification (ONE of the following) Driver License or Non-driver ID, Passport , or Military ID **(IDENTIFICATION CANNOT BE EXPIRED)** If you do not have one of the above, you will need to call our office

In Person: Original identification from the above mentioned list along with this form

By Mail: A photocopy of one of the above mentioned acceptable forms of identification along with this notarized application

2

Payment due is $10.00 per copy We do not accept personal checks.

In Person: We accept cash, money order, MasterCard, Visa and American Express.

By Mail: We only accept money orders made payable to "The City of White Plains"

CERTIFICATE INFORMATION

First Name _____ Middle Name _____ Last Name (at birth) _____ Date of Birth _____

Place of Birth _____ Village, Town or City of Birth _____

Full Maiden Name of Mother _____ Father: _____

Purpose record is required _____

APPLICANT

Full Name _____ Relationship _____

Telephone Number _____ Address _____

Signature _____ Date _____

If you are mailing your request, please sign this form in the presence of a notary public

NOTARY PUBLIC

State of _____ County of _____

On the _____ day of _____ in the year 20___ before me, the undersigned, a Notary Public in and for said State, personally appeared, _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument as well as his/her signature. My commission expires on _____.

_____ NPublic signature _____ NPublic printed name