



**Vital Records Office**

817 West 950 South Brigham City Utah 84302  
655 East 1300 North, Logan, Utah 84341  
440 West 600 North, Tremonton Utah 84337  
435-792-6492 www.brhd.org

**First certified copy \$20.00\***  
**Each additional certified copy (ordered at the same time) \$10.00\*.**  
\*Fees Subject to change. Please review the certificate for accuracy; copies will only be replaced within 90 days of the issue date. If the requestor does not respond to a written notice from Vital Records within 90 days, BRHD may retain all monies paid.

**Birth Certificate Request Form**

*Certificates available: Logan City from 1916-present. All of Utah from 1926 - present*

**Full Name on Record:** \_\_\_\_\_  
First Middle Last

**Date of Birth:** \_\_\_\_\_ **City:** \_\_\_\_\_ **County:** \_\_\_\_\_ **Hospital:** \_\_\_\_\_

**Parent 1 Name:** \_\_\_\_\_  
First Middle Last

**Parent 1 Birthdate:** \_\_\_\_\_ **Parent 1 Birthplace:** \_\_\_\_\_

**Parent 2 Full Name:** \_\_\_\_\_  
First Middle Last

**Parent 2 Birthdate:** \_\_\_\_\_ **Parent 2 Birthplace:** \_\_\_\_\_

*Note: Positive identification is required (see reverse). If submitting by mail, please include a copy of both sides of your identification. Certificates may be ordered by the named individual or by his or her parent, sibling, current spouse, child, grandparent, or grandchild. Otherwise, proof of legal need is required. Records may be requested by the general public 100 years or more after the date of birth.  
It is a criminal violation to make false statements on vital records forms or to fraudulently obtain a record.*

**Your Name and Relationship – Valid ID Required**

**Name:** \_\_\_\_\_ **Telephone number:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
Street address City State ZIP

**Relationship to individual on certificate:** Self Parent Sibling Spouse Child Grandparent Grandchild

**Reason for requesting certificate:** \_\_\_\_\_  Check for U.S. Passport

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Number of Certified Copies Requested**

1  Certified copy: \$  20.00

    Additional copies x \$10.00 each: \$    

**Total Due:** \$    

\*No Credit/Debit Cards Accepted by Mail

**For Office Use Only**  
**Payment Method:** Cash Check/M.O. Credit/Debit  
**Clerk:** \_\_\_\_\_  
**Request # :** \_\_\_\_\_

## Acceptable Identification List

Government-issued identification is required for the purchase of a Utah birth or death certificate. Mailed requests must include an enlarged, easily identifiable photocopy of the back and front of your I.D. If no identification is enclosed, your application will be returned. All I.D. must be current.

### **Primary** (1 of the following)

- Government-issued Photo Driver License
- Government-issued Photo ID Card
- Government-issued Work ID
- Employment Card
- U.S. Military ID Card
- Tribal ID Card
- Pilot License
- Alien Registration Card
- Permanent Resident Card
- Passport
- Temporary Resident Card
- Certificate of U.S. Citizenship
- U.S. Certification of Naturalization
- U.S. Citizen Identification Card
- Matricula Consular Card
- Concealed Weapon Permit
- Mexican Voter Registration Card
- Jail/Prison Release Form (with photo)

**OR**

### **Secondary** (2 of the following)

- School, College, or University ID (with date)
- Voter Registration Card
- Social Security Card
- U.S. Military Separation/DD-214
- Motor Vehicle Registration/Title
- Marriage License (not issued by Vital Records)
- Court Ordered Document
- Jail/Prison Documents
- Probation Documents
- Property Tax Receipt
- Veterans Universal Access ID Card
- Selective Service Card
- Hunting/Fishing License
- Insurance Card or Document
- Utility Bill
- Business License
- Professional License
- Work ID/W-2/Paycheck

**We Cannot Accept**  
Driving Privilege Card  
Novelty ID Card

If you cannot provide acceptable identification, ask a spouse, parent, grandparent, sibling, or adult child who can provide appropriate identification to request the vital record. Proof of relationship may also be required, such as a birth, death, or marriage certificate.