

APPLICATION FOR CERTIFIED COPY OF CALDWELL COUNTY VITAL RECORD

- This application is for a certified copy of a birth, death, or marriage record, if the event occurred in Caldwell County.
- If requesting a birth record, complete all items except 2 (A).
- If requesting a death record, complete all items except 2 (A).
- If requesting a marriage record, complete all items, including 2 (A).

-
1. **Type of Record (Check One)** _____ **Birth** _____ **Death** _____ **Marriage**
2. **Person Named on Record** _____
First **Middle** **Surname (Last)**
2. (A) **(Marriage Only) Spouse's Name** _____
First **Middle** **Surname (Last)**
3. **Date of Event (birth, death, or marriage)** _____
Month **Day** **Year**
4. **Place of Event (city and/or county)** _____
5. **Mother's Maiden Name** _____
First **Middle** **Maiden Surname**
6. **Father's Name** _____
First **Middle** **Surname (Last)**
7. **What is your relationship to the person named on the record?** _____
8. **The fee for each certified copy is \$10.00. Please indicate the number of copies needed.** _____
9. **Applicants Signature** _____ **Daytime Phone #** _____
10. **Name and Address of Person to receive this Copy: (Required by all applicants)**
Name _____
Street _____
City, State, Zip Code _____
11. **This Copy being paid by (Check One)** _____ **Check** _____ **Cash** _____ **Money Order**
12. **Amount Enclosed** _____
13. **This copy is to be (Check One)** _____ **Mailed** _____ **Picked Up (for in-person requests only)**