



**WARNING: FALSE APPLICATION FOR, AND/OR ALTERING, MUTILATING OR COUNTERFEITING AN INDIANA BIRTH CERTIFICATE IS A CRIMINAL OFFENSE UNDER IC 16-37-1-12**

**APPLICATION FOR A CERTIFIED BIRTH CERTIFICATE**

**COMPLETE ALL INFORMATION BELOW:**

- 1. Full Name at Birth: \_\_\_\_\_  
  First  Middle  Last
- 2. Name after any legal changes or Court ordered Paternity: \_\_\_\_\_
- 3. Has this person ever been adopted?   Yes \_\_\_\_\_ No \_\_\_\_\_  
    If YES, give name after adoption here: \_\_\_\_\_
- 4. Gender: \_\_\_\_\_   5. Date of Birth \_\_\_\_\_   6. Age: \_\_\_\_\_
- 7. Place of Birth (Hospital or Home): \_\_\_\_\_
- 8. Full Name of Father: \_\_\_\_\_
- 9. Full Name of Mother Before Marriage: \_\_\_\_\_
- 10. If this is not your record, how are you related to person in item No. 1? \_\_\_\_\_
- 11. For what purpose will record be used?: \_\_\_\_\_
- 12. Your Signature: \_\_\_\_\_ Phone Number: \_\_\_\_\_
- 13. Your Address: \_\_\_\_\_  
  Street Address  City  State  Zip:

\_\_\_\_ Quantity of Full Size Requested (\$15 per Certificate)

**Mail To:**

- \*Non-refundable
- \*Payable by cash or money order made payable to: **Allen County Dept. of Health**
- \*NO PERSONAL CHECKS
- \*NOT RESPONSIBLE FOR CASH SENT IN MAIL

**Allen County Dept. of Health  
Vital Records Division  
200 E. Berry St. – Ste. 360  
Fort Wayne, IN 46802**

**IDENTIFICATION REQUIRED (send copies if mailing in application)**

Photo Copy of Driver’s License or State I.D.

**Orders with NO ID will be returned**

**QUESTIONS: Phone: (260) 449-7147 Fax: (260) 449-3015**

**Mailing Instructions** -- Please select how you would like your documents mailed to you:  
**(NOTE: Regular U.S. Postal Service delivery will be utilized if nothing is marked below)**  
 Regular U.S. Postal Service (no additional cost)\*\*  
 Federal Express, Express Mail, Certified/Registered Mail or Priority Mail  
(CIRCLE ONE -- if one of these secured methods is preferred to ensure delivery, an appropriate prepaid self-addressed envelope must be provided with this application.)  
\*\*We are not responsible for lost or undelivered mail sent via regular U.S. Postal Service.

**FOR OFFICE USE ONLY:** ID \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_

**SEARCHED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_