INSTRUCTIONS TO COMPLETE THE APPLICATION FOR AN INFORMATIONAL CERTIFIED COPY OF A BIRTH (\$34.00 PER COPY) OR DEATH CERTIFICATE (\$26.00 PER COPY) in ALAMEDA COUNTY

1	Birth or Death Certificate Information:
	 Indicate if you are requesting <u>B</u>irth or <u>D</u>eath records by entering B or D for Type of Certificate. Print or type number of copies requested. Print or type name of registrant/decedent. Print or type date of birth/death. Print or type city of birth/death. Print or type mother's maiden last name (birth certificates ONLY).
2	Applicant Information:
	Print or type name of person ordering copy.Print or type mailing address where the copy is to be sent.We may need to contact you regarding your certificate order.Print or type telephone number of person ordering copy, including area code.Print or type email address.
3	If you need a certified copy to obtain a driver's license, passport, or to register for insurance coverage, then an informational certified copy of a birth or death record may not be adequate for your needs. Please refer to information on unrestricted certified copies.
4	Applicant signs and dates application in the appropriate spaces.

NOTE: When ordering by mail, send original application and appropriate fees with check payable to:

Alameda County Clerk-Recorder 1106 Madison Street Oakland, CA 94607 Telephone: 510.272.6362 Fax: 510.208.9957

APPLICATION FOR INFORMATIONAL CERTIFIED COPY OF A BIRTH (\$34.00) OR DEATH (\$26.00) RECORD in ALAMEDA COUNTY

PLEASE REVIEW THE INSTRUCTIONS BEFORE COMPLETING THE FORM

1	<u>Certificate Information</u> Type of Certificate (B/D)			Number of copies wanted:			
	Name:Last, Date of Birth/Death: Month	First	Middle				
	Mother's Maiden Name (Birth	Only): Last					
2	Applicant Information: (If ordered online) Confirmation #:						
	Name: Last,	First	Middle				
	Home Address: (P.O. Box not acceptable) Number	er and Street (Including A	PT #)	City	State	Zip Code	
	Shipping Address: (If Different from home) Number	er & Street (Including AP	T#)	City	State	Zip Code	
	Telephone Number: _()_		Email Address:				
3	Anyone may obtain an informational certified copy of a birth or death record. The record is for informational purposes only and may not be used to establish identity. Informational copies will have a stamp across the face of the document with the words. "INFORMATIONAL, NOT A VALID DOCUMENT TO ESTABLISH IDENTITY"						
	If you need a certified copy to obtain a driver's license, passport, or to register for insurance coverage, an informational certified copy of a birth or death record may not be adequate.						
4	APPLICANT SIGNATURE: _			DATE:			
	Office use only: Reel/Image	eCertificat	e #]	Paper #	Depu	ty	
				Received:			

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