

# Per Indiana Code 16-37-1-10 & 11, 11.5C

## Requirements for birth & death certificates

| <b>ID required To Get a Certificate:</b><br><br><b>One valid Primary Document</b><br><b>Or</b><br><b>Two Secondary Documents</b>  | <b>Who's Eligible to Obtain a Birth Certificate?</b><br><br><b>***SEE BACKSIDE FOR RELATIONSHIP REQUIREMENTS***</b>   | <b>Amish ID Requirement to purchase a Certificate</b><br><br><b>***Must Provide 2 Items***</b>   |
|---|---|--|
| <p><b>One form of Primary Picture Documentation</b><br/> <b>All documents MUST be current and VALID</b></p> <ul style="list-style-type: none"> <li>• Government Issued Driver's License/State I.D. <b>**Address listed must match shipping address**</b></li> <li>• Military I.D.</li> <li>• US or Foreign Passport</li> <li>• Department of Corrections I.D. Card or Printout that includes picture</li> <li>• College School I.D. w/ proof of current enrollment</li> <li>• Work I.D. w/ name of company listed <b>(must be currently employed)</b></li> <li>• Veterans I.D.</li> <li>• <b>(Green)</b> Mexico Consular I.D.</li> </ul> <p><b>If you do not have primary picture documentation above, <u>Two forms of Secondary Documentation</u> is required, if applicable the document must list current address</b></p> <ul style="list-style-type: none"> <li>• Verification of Employment on letter head including date of employment, employee's address and managers name and signature</li> <li>• Voter Registration with signature</li> <li>• Vehicle Registration with signature <b>(no titles)</b></li> <li>• Previous year's tax return <b>(1040)</b> with signature and social security number</li> <li>• Probation documents or statement from Probation Officer on letterhead, including person's name and date of birth w/signature</li> <li>• Signed Warranty Deed or Current Lease/Rental Agreement <b>(Must show address and signature of applicant)</b></li> <li>• Signed Social Security card</li> <li>• Military Discharge <b>(DD-214)</b></li> <li>• <b>Indiana only</b> Gun permit with signature</li> <li>• <b>Indiana only</b> Professional License with signature</li> </ul> | <ul style="list-style-type: none"> <li>• The individual named on record; 18 yrs or older</li> <li>• Parents of individual named on certificate <b>(must be listed on record)</b></li> <li>• Grandparents <b>(must be parent of a parent listed on the record &amp; show proof of relationship)</b></li> <li>• Sibling, 18 yrs or older of individual named on certificate <b>(must show proof of relationship)</b></li> <li>• Child or Grandchild, 18 yrs or older of individual named on certificate <b>(must show proof of relationship)</b></li> <li>• <b>Current</b> Spouse of individual named on certificate <b>(must show proof of marriage)</b></li> <li>• Aunt or Uncle of individual named on certificate <b>(must show proof of relationship)</b></li> <li>• Court Appointed Legal Guardian <b>(must have I.D. and provide guardianship papers with seal)</b></li> <li>• Attorney representing person named on record <b>(must have I.D. for self with direct interest spelled out on letter head or court documents)</b></li> <li>• State and Federal Agencies <b>(must have work I.D. with direct interest spelled out on letter head, court documents or signed authorization from client)</b></li> <li>• Social Agency <b>(must have work I.D. with court documents or signed authorization from client)</b></li> <li>• Step-parent <b>(must have I.D. with valid marriage certificate)</b></li> <li>• Genealogy <b>(must be over 75 years old and deceased) **Must show proof of death**</b></li> </ul> | <ul style="list-style-type: none"> <li>• Non-Photo I.D.</li> <li>• Baptismal Certificate</li> <li>• Marriage Certificate</li> <li>• Social Security Card</li> <li>• School Records</li> </ul> <p><b>Who's Eligible to Obtain a Death Certificate?</b></p> <p><b>Must provide I.D. and possible proof of direct interest</b></p> <ul style="list-style-type: none"> <li>• Parents</li> <li>• Spouse</li> <li>• Adult Children</li> <li>• Grandparents</li> <li>• Adult Grandchildren</li> <li>• Siblings</li> <li>• Aunts/Uncles</li> <li>• Adult Niece/Nephew</li> <li>• Legal Interest <b>(Must show proof)</b></li> <li>• Funeral Home/Director <b>(Must have handled the body w/ explanation of direct interest on letterhead)</b></li> <li>• Genealogy <b>(Must be over 75 years old)</b></li> </ul> |

Documentation to verify relationship to individual is needed for birth certificate orders (Per 410 IAC 18-3-1)

Acceptable Documentation

I would like to obtain a copy of:

- My own- Primary Documentation Only
- My child's- Primary Documentation Only
- My mother/father- Primary Documentation along with a copy of your birth certificate
- My grandchild's- Primary Documentation along w/ Mother or Father's Birth certificate naming Grandparent
- My brother/sister- Primary Documentation along w/birth certificate naming same parent(s)
- My nephew/niece's- Primary Documentation along w/ birth certificate of parent and self
- My spouse- Primary Documentation along w/ valid marriage license or certificate
- My grandparent's- Primary Documentation along w/ birth certificate of self and parent
- Genealogy- Primary Documentation along w/ proof of death