

**TOWN OF INDUSTRY
REQUEST FOR VITAL RECORD**

BIRTH CERTIFICATE

Name on birth record:

Date of Birth: _____

Number of Copies Requested? _____

Parent 1 Name (birth name):

Parent 2 Names (birth name):

Applicant Name:

Applicant Address:

Applicant Telephone: _____

**MUST PROVIDE PROOF OF LINEAGE OR DIRECT
& LEGITIMATE INTEREST**

**Indicate your relationship for the record requested
to establish eligibility:**

- Self
- Spouse
- Registered Domestic Partner
- Parent / Step - Parent
- Guardian
- Attorney of name on record
- Family Member _____
- Direct & Legitimate Interest _____
- Genealogist ID # _____

**By signing below, I swear/affirm that the
information above is true and correct.**

Applicant Signature:

Date: _____

\$15 for 1st copy, \$6 for each additional copy

DEATH CERTIFICATE

Full Name of Decedent:

Date of Death: _____

Number of Copies Requested? _____

Applicant Name:

Applicant Address:

Applicant Telephone: _____

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MARRIAGE CERTIFICATE

Full Name of Party A:

Full Name of Party B:

Date of Marriage: _____

Number of Copies Requested? _____

Applicant Name:

Applicant Address:

Applicant Telephone: _____

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<< THIS SIDE TO BE COMPLETED BY TOWN CLERK'S OFFIE STAFF ONLY >>

OF COPIES ISSUED: _____ PAID: \$ _____
CONTROL NUMBERS: _____

PROCESSING CLERK'S INITIALS: _____

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CONTROL NUMBERS: _____

PROCESSING CLERK'S INITIALS: _____

PROOF OF IDENTITY OF APPLICANT

Applicant Must Provide One of These:

- Driver's License
- Passport
- Government Issued picture I.D.

OR Two of These:

- Utility bills
- Bank statements
- Vehicle registration
- Income tax return
- Personal Check w/ address
- A previously issued vital record
- Letter from government agency requesting record
- Department of Corrections I.D. card
- Social Security Card
- DD 214
- Hospital; birth worksheet
- License/rental agreement
- Pay stub
- W-2
- Voter Registration card
- Disability award from SSA
- Other

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ESTABLISHING ELIGIBILITY:

- Proof of lineage
- Proof of Domestic Partners registration
- Attorneys must provide a signed, notarized release from family
- Genealogists must provide a state-issued ID card

DO NOT RETAIN COPIES OF PROOF PROVIDED OR NOTE COCUMENT NUMBERS.

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