

MONTCALM COUNTY CLERK

211 W MAIN STREET, P.O. BOX 368
STANTON, MICHIGAN 48888
TELEPHONE 989-831-7339
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KRISTEN MILLARD
CLERK

APPLICATION FOR A CERTIFIED COPY OF BIRTH/DEATH RECORD

1. NAME _____
2. DATE OF BIRTH/DEATH _____
3. PLACE OF BIRTH/DEATH _____
4. MOTHERS FULL MAIDEN NAME _____
5. FATHER'S FULL NAME _____
6. IS THE INDIVIDUAL NAMED IN LINE 1 ADOPTED? _____
7. ARE YOU THE PERSON NAMED IN LINE 1, 4 OR 5? _____
8. APPLICANT'S SIGNATURE _____ DATE _____

INSTRUCTIONS:

To obtain a certified copy of a birth certificate, the applicant must indicate his/her relationship to the person named on the certificate. **CERTIFIED COPIES CAN BE ISSUED ONLY TO THE INDIVIDUAL, THE PARENT(S) NAMED ON THE RECORD, ANY HEIR, LEGAL GUARDIAN OR ANY LEGAL REPRESENTATIVE OR AN ELIGIBLE PERSON. MUST SHOW PICTURE ID WITH SIGNATURE ON IT. Legal representatives must state whom they are representing.**

FEES:

The minimum fee for a certified copy is \$15.00. When more than one copy is ordered, the first certified copy is \$15.00 and each additional copy of the same record is \$5.00. Make checks payable to Montcalm County Clerk.

* All mail requests must be accompanied with a self addressed stamped envelope.