

**San Juan Basin Health Department Vital Records  
Application for Certified Copy of Birth Certificate**

(from website: www.sjbhd.org)

Number of Copies \_\_\_\_\_ Total Fee \_\_\_\_\_ CK \_\_\_\_\_ Cash \_\_\_\_\_  
**FEE: \$17.75** for first copy (or search when no record found);  
**\$10** for each additional copy of same record when ordered at the same time

**Make checks or money orders payable and send to:**

San Juan Basin Health Department  
 281 Sawyer Drive  
 Durango, CO 81302

Initials:

Date:

Certificate #:

Information about person for whose birth certificate is requested – *please type or print*

<b>Full name at birth</b>	First	Middle	Last
<b>Date of birth</b>	Month      Day      Year	Reason for Request	Is this person deceased? Yes      No
<b>Place of birth</b>	City	County	State <b>COLORADO</b>
<b>Full maiden name of mother</b>	First	Middle	Maiden
<b>Full name of father</b>	First	Middle	Last
<p><b>Pursuant to Colorado Revised Statutes §25-2-117 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00, or imprisonment in the county jail for not more than one year, or both such fine and imprisonment (CRS §25-2-118).</b></p> <p><b>By signing below, I have read and understand that there are penalties for obtaining a record under false pretenses. All requests must be accompanied by a copy of the requestor's identification before processing. <u>IMPORTANT</u>: PLEASE RETURN THIS APPLICATION WITH A COPY OF YOUR DRIVER'S LICENSE, STATE ID, PASSPORT, OR OTHER APPROVED IDENTIFICATION. FOR COMPLETE LIST OF APPROVED IDENTIFICATION, SEE BELOW.</b></p>			
Signature of person making request		Relationship to registrant - <i>see below</i>	Date of Request
Address		City	State      Zip Code
Daytime Phone			<b>Office Use Only</b>

**All requests for birth certificates must be accompanied by a copy of the requestor's identification before processing.**

Certified copies of birth certificates are available for all births occurring in La Plata County, and for births occurring anywhere in Colorado from 1904 to the present. Certified copies of birth certificates are issued on Banknote paper. They do not have a raised seal; however, a state seal is imprinted in the paper. A raised seal is not needed for travel purposes. A certified copy is considered a legal copy of your birth certificate. A hospital-issued birth certificate cannot be used for legal purposes.

**Certified copies of birth certificates may be issued to:**

- ❖ The registrant (person named on the certificate)
- ❖ Parents
- ❖ Grandparents\*
- ❖ Stepparents\*
- ❖ Siblings\*
- ❖ Spouse\*
- ❖ Adult children or grandchildren of the registrant\*
- ❖ Stepchildren\*
- ❖ Legal guardian\*
- ❖ Legal representatives of any of the above\*
- ❖ Genealogists representing family members with appropriate credentials\*

*\*Please note that proof of relationship may be required: (e.g. marriage certificate, birth certificate, court orders)*

**What do I need to obtain a certified copy of a birth certificate?**

**At least one of the following:**

- Alien Registration/Permanent Resident Card
- Certificate of US Citizenship
- CO Department of Corrections ID Card
- Employment Authorization Card
- Foreign Passport
- Photo Driver's License
- Photo ID Card
- School, University or College ID Card
- Temporary Resident Card
- Tribal ID Card
- US Certificate of Naturalization
- US Citizen Identification Card
- US Military Identification Card
- US Passport

**Or at least 2 of the following:**

- Acknowledgement of Paternity Document
- Birth Certificate of Applicant
- Court order for adoption or name change
- Craft or Trade license
- DD-214
- Divorce Decree
- Hospital Birth Worksheet
- Hunting or Fishing License
- Income tax return
- IRS-TIN Card
- Marriage License
- Merchant Mariner Card
- Mexican Voter Registration card
- Motor Vehicle Registration/Title
- Pilot License
- State, territorial, or federal prison or correction card
- Probation documents
- Property tax return
- Selective Service Card
- Social Security Card
- Social Services Card
- Voter Registration Card
- Weapon or Gun Permit
- Work ID, Paycheck Stub or W-2
- Non-Expiring State ID card

**Not acceptable in any circumstance:**

- Matricula Consular Cards
- City & County detention center ID cards
- Novelty ID Cards
- Souvenir birth certificates
- Veterans Universal Access ID cards
- Undated documents
- ID cards for Katrina evacuees issued by FEMA and others