## APPLICATION FOR A GENEALOGICAL CERTIFICATION OR CERTIFIED COPY OF A VITAL RECORD

☐ Certified Copy ☐ Certified Copy for a	Certified Copy  Certified Copy for an Apostille Seal		Requestor's Relationship to Person on Record (proof is required for certified copy)		Requestor's Signature					
Certification	<b></b>	required for eer	пуси соруу	Date of	Request		/	/		
Name of Requestor				1		Reason	ns for Re	quest		
First		Middle				☐ G	ienealog	/		
Last							ual Citize	-		
Current Mailing Address (must match address on ID)										
Street						ШС	ther:			
City		State	Zip Cod	e						
Email Address			Daytime Phone	Number						
	@	•	( )	-						
BIRTH (OVER 80 YEARS AGO)										
Child's Name at Birth	First		Middle		Lo	ast				
No. Requested Copies	Place of Birth (opt	ional)			County		Date of I	Birth / Ye	ears (to search)	
	City		State							
Name of Child's Parent	S (name given at birth o	or on birth certifica	ate / Maiden Name) (c	ptional)		<u> </u>				
Parent A First		Middle			Last					
Parent B First		Middle			Last					
If Child's name was changed:										
New Name	_	Describe Change								
	E	Describe Change								
New Name	E				County		Event Da	te / Yea	rs (to search)	
New Name  MARRIAGE (OVER	R 50 YEARS AGO)		State		County		Event Da	te / Yea	<b>rs</b> (to search)	
New Name  MARRIAGE (OVER	R 50 YEARS AGO)  Place of Event (op	tional)			County		Event Da	ite / Yea	rs (to search)	
MARRIAGE (OVER	R 50 YEARS AGO)  Place of Event (op	tional)			County		Event Da	te / Yea	<b>rs</b> (to search)	
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name	R 50 YEARS AGO)  Place of Event (op	tional) th certificate / Mai					Event Da	ite / Yea	<b>rs</b> (to search)	
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First	R 50 YEARS AGO)  Place of Event (op City given at birth or on birt	tional) th certificate / Mai Middle			Last		Event Da	ite / Yea	<b>rs</b> (to search)	
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First Spouse B First	R 50 YEARS AGO)  Place of Event (op City given at birth or on birt	tional) th certificate / Mai Middle Middle			Last Last	Last	Event Da	ite / Yea	<b>rs</b> (to search)	
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First Spouse B First  DEATH (OVER 40	R 50 YEARS AGO)  Place of Event (op City given at birth or on birth	tional) th certificate / Mai Middle Middle	den Name) (optional)		Last Last	Last			rs (to search)	
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First Spouse B First  DEATH (OVER 40  Name of Decedent	R 50 YEARS AGO)  Place of Event (op City given at birth or on birt  YEARS AGO)  First	tional) th certificate / Mai Middle Middle	den Name) (optional)		Last Last	Last				
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First Spouse B First  DEATH (OVER 40  Name of Decedent	Place of Event (op City given at birth or on birth  YEARS AGO)  First  Place of Death (op City	tional) th certificate / Mai Middle Middle Antional)	den Name) (optional) Iiddle State		Last Last County	Last				
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First Spouse B First  DEATH (OVER 40  Name of Decedent No. Requested Copies	Place of Event (op City given at birth or on birth  YEARS AGO)  First  Place of Death (op City	tional) th certificate / Mai Middle Middle Antional)	den Name) (optional) Iiddle State		Last Last County	Last				
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First Spouse B First  DEATH (OVER 40 Name of Decedent No. Requested Copies  Name of Decedent's Pa	Place of Event (op City given at birth or on birth  YEARS AGO)  First  Place of Death (op City	tional) th certificate / Mai	den Name) (optional) Iiddle State		Last Last  County	Last				
MARRIAGE (OVER No. Requested Copies  Name of Spouses (name Spouse A First Spouse B First  DEATH (OVER 40  Name of Decedent No. Requested Copies  Name of Decedent's Parent A First	Place of Event (op City given at birth or on birt  YEARS AGO)  First Place of Death (op City arents (name given at	tional) th certificate / Mai	den Name) (optional) Iiddle State	me) (option	Last  County  al)  Last  Last			Death / N	ears (to search)	

REG-38a SEP 17 Payment Type: Cash M/O Check Waived Amount: \$

□ ID Viewed Processed By:

## INSTRUCTIONS FOR APPLICATION OBTAINING COPY OF GENEALOGICAL VITAL RECORDS

- Genealogical Records are birth occurring more than 80 years ago (unless the individual is still living), marriages
  occurring more than 50 years ago and deaths occurring more than 40 years ago.
- **Certified copies** have the raised seal of the office issuing the record and are always issued on State of New Jersey safety paper. Certified copies may be used to establish identity and are legal documents.
- **Certifications** are issued on plain paper with no seal and clearly indicate they are not valid for establishing identity or for legal purposes. Certifications are generally useful for genealogy. Certifications of death records do not contain the Social Security Number or the Cause of Death medical terminology.
- Apostille Seal An Apostille Seal is an additional seal required for certain certified records that will be presented to a foreign government that is a member of the Hague Treaty. The seal is often required on documents for international adoptions or establishing dual citizenship. Contact the consulate of the country involved to determine if you need an Apostille Seal.

To get an Apostille Seal, first obtain a certified copy of the vital record from the State Office of Vital Statistics and Registry by checking the Apostille Seal box on the application. You will receive a certified copy of the vital record issued by the State Office of Vital Statistics and Registry. You must forward this document to the New Jersey Department of Treasury, which issues the Apostille Seal. Additional information is available at: (http://www.state.nj.us/treasury/revenue/apostilles.shtml)

**Applications** for a certification or certified copy of a **Genealogical** record **require** the applicant to provide a completed application, valid proof of identity<sup>1</sup>, payment of the fee<sup>2</sup> and if requesting a certified copy, proof that establishes you are:

- o the subject's parent, legal guardian or legal representative;
- o the subject's spouse/civil union partner, domestic partner; child, grandchild or sibling, if of legal age;
- o a state or federal agency for official purposes, or
- o requesting pursuant to a court order.

All genealogy applications must be filed by mail and require the applicant to provide copies of the above documents.

NOTE: ALL items not marked as optional are required.

Location Address:	Hours of Operation:
Mailing Address:	Fees:

<sup>&</sup>lt;sup>1</sup> Valid photo driver's license or photo non-driver's license with current address **OR** valid driver's license without photo and an alternate form of ID with current address **OR** two alternate forms of ID, one of which must show the current address. Alternate forms of ID are: Vehicle registration, vehicle insurance card, voter registration, US/Foreign passport, Permanent Resident Card (green card), Immigrant Visa, Federal/State ID, county ID, School ID, utility bill (within the previous 90 days), bank state (within previous 90 days) or W-2 for current or previous year. Requests for records to be mailed to an address other than that which appears on the requestor's ID must be accompanied by a notarized letter which includes: A) the alternate address, and B) a written request to mail records to this alternate address.