# **Required Identification**

The Office of the State Registrar of Vital Statistics requires the following documentation:

#### One item from the Primary List

(No expired documents accepted)

- Photo Driver's License
- Photo ID Card (DMV)
- Alien Registration Receipt/Permanent Resident Card
- Certificate of U.S. Citizenship
- City of Denver County Jail Inmate ID
- Colorado Department of Corrections ID card
- CO Temporary Driver's License Form (with hole-punched Driver's License)
- Department of Human Services Youth Corrections ID
- Employment Authorization Card (I-766)
- Foreign Passport
- Government Work ID
- Job Corps ID
- School, University or College ID Card (must be current)
- Temporary Resident Card
- U.S. B1/B2 Visa card with I-94
- U.S. Certificate of Naturalization
- U.S. Citizenship ID Card (I-197)
- U.S. Military ID Card
- U.S. Passport

#### **OR**

#### Two items from the Secondary List

(Any document expired more than six months will not be accepted)

- Acknowledgment of Paternity document (Colorado only)
- Birth Certificate of Applicant (U.S. only)
- Court order of adoption or name change
- Craft or trade license (Colorado only)
- DD-214
- Divorce Decree (U.S. only)
- Hospital birth worksheet (ID for motherswithin 6 months of event)
- Hunting or Fishing License (must be current-Colorado only)
- IRS-TIN card
- Marriage license (U.S. only)
- Medicare Card
- Merchant mariner card
- Mexican voter registration card
- Motor vehicle registration or title (must be current –U.S. only)
- Pilot license
- Selective Service Card (U.S. only)
- Social Security Card
- Social Services Card (Medicaid, WIC)
- State or federal prison or corrections card
- Tribal ID card
- Weapon or gun permit (U.S. only)
- Work ID, Paycheck Stub (within 3 months), or W-2 (last tax year)

# We are sorry, but we cannot accept:

Matricula Consular Card, Novelty ID Card, Nonexpiring Identification Cards, City or County Prison/Jail ID, Souvenir birth certificates, Temporary Driver's Licenses or Temporary State ID Card.

303-271-6450

jeffco.us/public-health

January 2014



# Vital Records



Serving Jefferson, Clear Creek and Gilpin Counties

Jefferson County Public Health (JCPH)

303-271-6450

<u>jeffco.us/public-health</u>

Public Health... Every day, Everywhere, Everyone

# Serving Jefferson, Clear Creek and Gilpin Counties

Jefferson County Public Health Vital Records issues birth and death certificates, as well as burial permits, as mandated by Colorado State law. In addition, the office compiles data pertinent to birth and death statistics for submission to the Colorado Department of Public Health and Environment.

# Why Is Vital Records Important?

- Certified birth certificates are necessary to obtain a driver's license; probate a will; obtain a passport and also for Social Security, Medicare and Medicaid benefits.
- Vital records provide legal documentation of births, deaths, fetal deaths, marriages and divorces for citizens as well as for public agencies including the National Center for Health Statistics (NCHS).
- Birth, death and fetal death records are a primary source of public health information on important topics such as access to prenatal care, maternal risk factors, infant mortality, causes of death and life expectancy.



# Birth & Death Certificates

Jefferson County Public Health Vital Records is able to issue birth certificates for any birth occurring in the State of Colorado from 1903 to present. These are official state issued certificates.

Receive birth or death certificates by mail/fax or wait at our office. A valid driver's license is required. If you do not have a valid driver's license, please refer to the *Identity*Verification Documents Listing on back of this brochure.

# **Fees**

# Birth certificate = \$17.75.

Each additional certificate of the same record ordered at the same time = \$10.00. MasterCard, Visa, checks or cash.

#### Death certificate = \$20.00.

Each additional certificate of the same record ordered at the same time = \$13.00. MasterCard, Visa, checks or cash.



# **CONTACT INFORMATION**

# Location:

800 Jefferson County Parkway, Suite 1300

Hours:

Monday—Friday 8:30 a.m.– 4:00 p.m.

**Phone:** 303-271-6450

**Fax:** 303-271-6451

Online Forms: jeffco.us/public-health