



# Town of Coventry

1712 Main Street • Coventry, CT 06238 • Fax (860) 742-8911

## REQUEST FOR COPY OF BIRTH CERTIFICATE

Please note: Only eligible parties shall receive a certified copy of such certificate as specified in Section 7-51 of the Connecticut State Statutes.

### *I am applying for the Birth Certificate of:*

Full Name at Birth: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Town/City of Birth: \_\_\_\_\_

Parent 1 Full Legal Name: \_\_\_\_\_  
\*Use maiden name if applicable

Parent 2 Full Legal Name: \_\_\_\_\_  
\*Use maiden name if applicable

### *Person Making Request:*

Full Legal Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_ Apt #: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### *Relationship to Person Named in Certificate:*

My Own Certificate

My Child's Certificate

Other: \_\_\_\_\_

\*Please Specify

Number of Full Size Copies: \_\_\_\_\_

Number of Wallet Size Copies\*: \_\_\_\_\_

Legal Fee for *each* certified copy is \$20.00

Legal Fee for *each* certified copy is \$15.00

\*Wallet size birth certificate contains less information than the full size certificate and does not satisfy the proof of identification requirements needed for a passport or a driver's license.\*

When Mailing Form, be sure to include the following:

- Original Request Form
- Check or Money Order **Payable to : Town of Coventry**
- Self-Addressed Stamped Envelope for return of certificate

Mail to:

Coventry Town Hall  
ATTN: Town Clerk  
1712 Main Street  
Coventry, CT 06238

Legible Copy of Valid/Unexpired Photo ID