



# Will County Health Department and Community Health Center

501 Ella Avenue Joliet, IL 60433

Email address: [vitalrecords@willcountyhealth.org](mailto:vitalrecords@willcountyhealth.org)

**HOURS OF OPERATION**  
Monday – Friday 8:30am – 4:00pm  
(Closed daily Noon to 1pm)  
Holiday Exceptions  
**Office: 815-727-8639**  
**Fax: 815-846-1556**

## VITAL RECORD CERTIFIED COPY OF BIRTH REQUEST

**A Valid Driver's License, State ID, Matricula or Passport is required with your request.**

Please Note: Available information is subject to limitations imposed by the Vital Records Division of the State of Illinois

### CHILD'S FULL NAME ON CERTIFICATE:

FIRST \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ HOSPITAL \_\_\_\_\_

WHAT IS YOUR RELATIONSHIP TO THE ABOVE NAMED PERSON ON THE CERTIFICATE? \_\_\_\_\_

(Example: mother, father, grandparent, etc.)

### MOTHER CURRENT LEGAL NAME

FIRST \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

MAIDEN NAME: FIRST \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_

### FATHER OR COPARENT CURRENT LEGAL NAME

FIRST \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

### YOUR INFORMATION:

FIRST NAME \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ CITY, STATE, ZIP \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_

**FEE:** 1 for \$12.00 and \$4.00 for each additional certified copy of the same certificate that is purchased at the same time. Example 1=\$12, 2=\$16, 3=\$20, 4=\$24 Note: **Out of state checks will not be accepted**, ID and check name and address must match. Use of credit or debit cards will add on an additional service charge. **Number of copies requested?** \_\_\_\_\_

**SWORN STATEMENT:** Under penalty of perjury I affirm that the representations made on this application are true to the best of my knowledge and belief.

SIGNATURE \_\_\_\_\_ DATE SIGNED \_\_\_\_\_

----- Do no write below this line -----

### FOR OFFICE USE ONLY:

JM / MM

AMT PAID \_\_\_\_\_

CA / MO / CC / CK# \_\_\_\_\_

RECT \_\_\_\_\_

(Revised September 2020)