

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH/ VITAL RECORDS

REQUEST FORM FOR COPY OF ORIGINAL BIRTH CERTIFICATE OF ADOPTED PERSON from the **West Haven** Vital Records Office.

An adopted person who is at least 18 years old, or the adopted person's adult child or grandchild may use this form to request the original birth certificate of the adopted person. All other person's seeking to obtain a copy of the adopted person's original birth certificate must obtain a court order.

All requests that do not meet the above criteria must be accompanied by a court order permitting the release of the original birth certificate.

Original records of adopted persons may be stored off-site and may not be immediately available for walk-in service. Contact the Town where adopted person was born for information or complete and mail this form with payment to City of Birth.

ADOPTION INFORMATION (Please Print)

ADOPTIVENAME: _____
FIRST MIDDLE LAST NAME

DATE OF BIRTH: ____/____/____ PLACE OF BIRTH: _____
MONTH DAY YEAR TOWN/CITY

ADOPTIVE MOTHER/ADOPTIVE PARENT NAME: _____
FIRST MIDDLE LAST NAME (MAIDEN if applicable)

ADOPTIVE FATHER/ADOPTIVE PARENT NAME: _____
FIRST MIDDLE LASTNAME (MAIDEN if applicable)

PERSON MAKING THIS REQUEST:

NAME: _____
FIRST MIDDLE LAST NAME

ADDRESS: _____
NUMBER STREET

TOWN/CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE NO.: _____ E-MAIL ADDRESS (optional): _____

SIGNATURE: X _____

RELATION TO PERSON NAMED IN CERTIFICATE: _____

REASON FOR MAKING REQUEST: _____

SUBMIT A COPY OF CURRENT PHOTO IDENTIFICATION (Ex: valid driver's license, passport, state issued ID)
IF YOU ARE THE ADOPTED PERSON'S ADULT CHILD OR GRANDCHILD, SEND DOCUMENTATION VERIFYING RELATIONSHIP TO REGISTRANT (Ex: birth certificates)
SEND COURT ORDER IF APPLICABLE
SEND MONEY ORDER IN THE AMOUNT OF **\$65.00** MADE PAYABLE TO **Town of Birth**. DO NOT SEND CASH
MAIL REQUEST AND **\$65.00** PAYMENT TO: Town of Birth

For City/Town Address Information
Please refer to the Town website or
CT DPH website <https://portal.ct.gov/dph/vital-records/contact-us>