TOWN OF FORT FAIRFIELD
APPLICATION FOR A CERTIFIED COPY OF A BIRTH RECORD

$15.00 for first copy, $6.00 for each additional copy of the same record purchased at the same time.
Plus an additional $1.00 postage fee.

Make check payable to “Town of Fort Fairfield

Please fill in the following information for location and record identification.

**PLEASE PRINT**

Full Name on Birth Record: ____________________________________________________
Date of Birth: ___________________________ Number of Copies Requested: _____
Father’s Full Name: ___________________________________________________________
Mother’s Full Maiden Name: ____________________________________________________
Applicant’s Name: ____________________________________________________________
Applicant’s Address: _________________________________________________________

Indicate your Relationship to the person on requested record below:

☐ Self
☐ Spouse
☐ Registered Domestic Partner
☐ Parent
☐ Guardian
☐ Descendant
☐ Attorney of person on record
☐ Genealogist ID # ____________

By signing below, I swear/affirm that the information above is true and correct.

Applicant Signature: ___________________________ Today’s Date: ________________

Below line is for Clerk’s use only

Proof of identity of applicant:

Applicant must provide one of these:
☐ Driver’s License ☐ Passport ☐ Government issued picture I.D

OR two of these:
☐ Utility bills ☐ Letter from government agency requesting record (DHHS, WIC)
☐ Bank statements ☐ Department of Corrections I.D.
☐ Vehicle registration ☐ Social Security Card
☐ Income tax return ☐ DD 214
☐ Personal Check w/address ☐ Hospital; birth worksheet
☐ A previously issued vital record

Establishing eligibility to acquire record:

☐ Related applicants must provide proof of lineage.
☐ Domestic Partners must provide proof of registration of domestic partnership
☐ Attorneys must provide a signed, notarized release from family
☐ Genealogists must provide a state-issued card

Do not retain copies of proof provided or note any specific numbers

Issuing Clerk’s Initials: ________________