

**Getting Copies of Non-Generological Records**  
***Birth, Death, Marriage, Civil Union and Domestic Partnership***

[español](#)

Non-Generological Records (current events) are:

- Births occurring within the last 80 years
- Marriages occurring within the last 50 years
- Deaths occurring within the last 40 years
- All domestic partnerships and civil unions.

For all orders, the following **must** be sent with your application:

- all required copies of ID for proof of identity
- the correct fees
- copies of documents proving your relationship to the person named on the record, **if requesting a certified copy**

**Your application will be returned if you do not send in all required documentation.**



**Step 1: Identify the non-genealogical record**

You must be able to fully identify the record by providing all of the information listed below on the application form. Your request cannot be accepted unless you provide the information below.

- Full name on the record
- City where the event occurred
- Exact date of the event (month, day and year)
- Mother's maiden name
- Father's name (if recorded on the record)
- For Marriage, Civil Union or Domestic Partnership -- Instead of parents' names, you must provide the name of the spouse/partner.



**Step 2: Provide Acceptable Identification**

You must provide acceptable ID in order to get a copy of any vital record. Copies of vital records **must** be mailed to the address listed on your identification.

The following are acceptable forms of ID:

- A current, valid photo driver's license or photo non-driver's license with current address
- OR**
- A current, valid driver's license without photo and one alternate form

of ID with current address

**OR**

- Two alternate forms of ID, one of which must have current address.

Alternate forms of ID are:

- Vehicle registration
- Vehicle insurance card
- Voter registration
- US/Foreign Passport
- Immigrant Visa
- Permanent Resident Card (Green card)
- Federal/State ID
- County ID
- School ID
- Bank Statement (within previous 90 days)
- Utility bill (within the previous 90 days)
- Tax Return or W-2 for current/previous tax year

People who are homeless can provide identification from a social worker or homeless shelter coordinator.

People who are incarcerated can provide legal imprisonment, conviction papers or release documents that include the name, social security number and all possible aliases used in the past or identification from a prison/probation official.

Please **do not send in original ID documents. Only copies are required.**