BOROUGH OF SPRING LAKE 423 WARREN AVENUE PO BOX 638 SPRING LAKE, NJ 07762

APPLICATION FOR A <u>NON-GENEALOGICAL</u> CERTIFICATION OR CERTIFIED COPY OF VITAL RECORD

Certified Copy		Requestor's Relationship to Person on Record		0	Requestor's Signature			
Certified Copy for an Apostille Seal		(proof is required for certified copy)		עי (עי				
Certification				-	Date (of request) /	/	
Name of Requestor Reasons for Request								
First Middle					Passport Driver's License			
Last		School / Sports						
Current Mailing Address (must match address on ID) Veterans' Benefits Social Security Card / Benefits								
Street					☐ Medicare			
City State Zip Code					☐ Welfare / Disability ☐ Other:			
Email Address	•		Daytime Phone Number		☐ Other:			
	<i>@</i> .							
BIRTH								
Child's Name at Birth	First		Middle		Last			
No. Requested Copies	Place of Birth			Cou	ınty	Date of Birth		
	City		State			/	1	
Name of Child's Parents (name given at birth or on birth certificate / Maiden Name)								
Parent A First	,	Middle			Last			
Parent B First		Middle			Last			
If Child's name was changed:								
New Name Describe Change								
MARRIAGE		IVILI	JNION		DOMESTIC	PARTNERSHIP		
No. Requested Copies				Cou	nty	Date of Event		
	City		State			/	/	
Name of Spouses (name given at birth or on birth certificate / Malden Name)								
Spouse A First	Middle			Last				
Spouse B First		Middle			Last	····		
☐ DEATH								
Name of Decedent	First Middle		Middle		Last			
No. Requested Copies	Place of Death			Cou	nty	Date of Death		
	City		State			/	/	
Name of Decedent's Pa	irents (name given at birth or or	birth o	certificate / Maiden Name)					
Parent A First	٨	Aiddle			Last			
Parent B First	Λ	1iddle			Last			
Have you enclosed an equired information?	-		Completed Application Payment FOR STATE USE ONLY		Accept	of Relationship able Forms of ID 3 Address Matche	es ID	
REG-37a Payment Tyne	· □ Cash □ M/O □ Check □ V	Vaivac	T T		D Viewed Pro	cossed By:		

INSTRUCTIONS FOR OBTAINING A COPY OF NON-GENEALOGICAL VITAL RECORDS

- Non-Genealogical Records are births occurring within the last 80 years or if the individual is still living, marriages occurring within the last 50 years, deaths occurring within the last 40 years and all civil union and domestic partnership records.
- Certified Copies have the raised seal of the office issuing the record and are always issued on State of New Jersey safety paper. Certified copies may be used to establish identity and are legal documents.
- Certifications are issued on plain paper with no seal and clearly indicate they are not valid for establishing identity or for legal purposes. Certifications are generally useful for genealogy. Certifications of death records do not contain the Social Security Number or the Cause of Death medical terminology.
- Apostille Seal An Apostille Seal is an additional seal required for certain certified records that will be presented to a foreign
 government that is a member of the Hague Treaty. The seal is often required on documents for international adoptions or
 establishing dual citizenship. Contact the consulate of the country involved to determine if you need an Apostille Seal.

An Apostille Seal can only be obtained by first requesting certified copy of the vital record from the State Office of Vital Statistics and Registry. You would then forward this document to the New Jersey Department of Treasury, which issues the Apostille Seal. Additional information is available at: http://www.state.nj.us/treasury/revenue/apostilles.shtml.

Applications for a certification or certified copy of a <u>Non-Genealogical</u> record require the applicant to provide a completed application, valid proof of identity¹, payment of the fee and, if requesting a certified copy, proof that establishes you are:

- o the subject of the record;
- the subject's parent, legal guardian or legal representative;
- o the subject's spouse/civil union partner, domestic partner, child, grandchild or sibling, if of legal age;
- o a state or federal agency for official purposes; or
- o requesting pursuant to a court order.

To request a certified copy of a <u>Certificate of Birth Resulting in Stillbirth</u>, use form REG-68, which is available on the New Jersey Department of Health website at: http://nj.gov/health/vital/registration-vital/stillbirth/.

Location Address:	Hours of Operation:			
BOROUGH OF SPRING LAKE 423 WARREN AVENUE SPRING LAKE, NJ 07762	8:00 AM - 4:00 PM MONDAY - FRIDAY			
Mailing Address:	Fees:			
BOROUGH OF SPRING LAKE 423 WARREN AVENUE PO BOX 638 SPRING LAKE, NJ 07762	COPIES\$25.00 EACH			

Valid photo driver's license or photo non-driver's license with current address OR valid driver's license without photo and an alternate form of ID with current address OR two (2) alternate forms of ID, one of which must show the current address. Alternate forms of ID are: vehicle registration, vehicle insurance card, voter registration, US/foreign passport, permanent resident card (green card), Immigrant Visa, Federal/State ID, county ID, school ID, utility bill (within the previous 90 days), bank statement (within previous 90 days) or W-2 for current or previous year. Requests for records to be mailed to an address other than that which appears on the requestor's ID must be accompanied by a notarized letter which includes A) the alternate address, and B) a written request to mail records to this alternate address.