

WISCONSIN BIRTH CERTIFICATE APPLICATION

Send completed form, self-addressed envelope and appropriate fee to: **REGISTER OF DEEDS/PO BOX 338/WAUTOMA, WI 54982**

Make check or money order payable to: **WAUSHARA COUNTY REGISTER OF DEEDS**

NOTE: Please check with local county or www.wrdaonline.org/vitalrecord as some counties require money order.

PENALTIES: Any person who willfully and knowingly makes false application for a birth certificate is guilty of a Class I felony [a fine of not more than \$10,000 or imprisonment of not more than three years and six months, or both, per Chapter 69.24(1), Wisconsin Statutes].

APPLICANT INFORMATION	THE FOLLOWING INFORMATION IS ABOUT THE PERSON COMPLETING THIS APPLICATION			
	YOUR Name (Please Print)		YOUR Daytime Telephone Number ()	
	YOUR Street Address	Apt. No.	MAIL TO Address (if different)	Apt. No.
	City / State / Zip		City / State / Zip	

RELATIONSHIP TO PERSON NAMED ON THE CERTIFICATE	<p>According to Wisconsin Statute, a CERTIFIED copy of a BIRTH certificate is only available to a person with a "Direct and Tangible Interest." If you do not meet any of the criteria for boxes A – F, please refer to the information on page 2.</p> <p style="text-align: center;">Check one box which indicates YOUR RELATIONSHIP to the PERSON NAMED on the certificate.</p>			
	<p><input type="checkbox"/> A. I am the PERSON NAMED on the certificate.</p> <p><input type="checkbox"/> B. I am the parent of the PERSON NAMED on the certificate, and my parental rights have not been terminated. (Note: In the case of a non-marital birth, the father's rights must have been established before he may obtain a copy of the certificate under this category.)</p> <p><input type="checkbox"/> C. I am the legal custodian or guardian of the PERSON NAMED on the certificate.</p> <p><input type="checkbox"/> D. I am a member of the immediate family of the PERSON NAMED on the certificate. (Only those listed below qualify as immediate family.)</p> <p style="text-align: center;">CHECK ONE: <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Brother <input type="checkbox"/> Sister <input type="checkbox"/> Grandparent</p> <p><input type="checkbox"/> E. I am a representative authorized, in writing, by any of the aforementioned (A through D). The written authorization must accompany this application.</p> <p style="padding-left: 20px;">Specify whom you represent. _____</p> <p><input type="checkbox"/> F. I can demonstrate that the information from the birth certificate is necessary for the determination or protection of a personal or property right for myself/my client/my agency.</p> <p style="padding-left: 20px;">Specify interest. _____</p> <p><input type="checkbox"/> G. Other: Uncertified copy only. Copy will not be valid for identification purposes. (Please refer to the information on page 2.)</p>			

FEES	<input type="checkbox"/> Search Fee (includes one copy of the birth certificate, if found) \$20.00 <u>20.00</u>		
	<input type="checkbox"/> Each additional copy of the same record, issued at the same time as the first copy _____ X 3.00 _____ <div style="text-align: right; margin-right: 50px;">No. of Copies</div> <p>NOTE: FEE IS NOT REFUNDABLE IF NO RECORD IS FOUND. TOTAL _____</p>		

BIRTH RECORD INFORMATION	First Name		Middle Name	Last Name at Birth		
	Sex	Birthdate (Mo/Day/Yr)	City	County		
	Mother's MAIDEN Name		First Name	Middle Name		
Father's Last Name		First Name	Middle Name			

I hereby attest that the information provided on this application is correct to the best of my knowledge and belief and that I am entitled to copies of the requested certificate in accordance with the categories checked above.

SIGNATURE - Applicant (Person Completing Application)	Date Signed
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Below is FOR OFFICE USE ONLY		
File Date	Mother's County	Certificate No.

What is the difference between a certified and an uncertified copy of a birth certificate issued by the Wisconsin Vital Records Office?

A **certified copy** of a birth certificate issued by our office will have a raised seal, will show the signature of the State Registrar, and will be printed on security paper. A certified copy of a birth certificate may be required to obtain a state-issued driver's license or identification, for travel to foreign countries, to obtain a passport or for benefit purposes.

State law restricts who may obtain a certified copy of a birth certificate. A certified copy may be issued to:

- The person named on the certificate;
- The spouse of the person named on the certificate;
- A parent of the person named on the certificate;
- A sibling of the person named on the certificate;
- A child of the person named on the certificate;
- A grandparent of the person named on the certificate;
- A person authorized in writing by one of the above (The written authorization must accompany the request and the relationship of the authorizing party to the subject of the record must be clearly explained.); or
- A person who can demonstrate that the certificate is required to determine or to protect a personal or property right.

If you do not meet one of the above criteria, you cannot receive a certified copy of a birth certificate.

An **uncertified copy** will contain the same information as a certified copy but will **not** be acceptable for legal purposes, such as obtaining identification.

According to Chapter 69, Wisconsin Statutes, the following kinds of birth certificates are only available to persons with a "direct and tangible interest":

- A child born to unmarried parents and paternity has not been established.
 - A child born to unmarried parents and paternity was established by court order.
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