

**BIRTH CERTIFICATE APPLICATION**  
**MONROE COUNTY, ROCHESTER, NY - DISTRICT 2700**

BIRTH NAME:

DATE OF BIRTH:

MOTHER'S FULL MAIDEN NAME:

FATHER'S NAME:

NUMBER OF COPIES:

Certified copies are \$30 each. (ex. 2 copies = \$60) Please send check or money order only. **DO NOT MAIL CASH.**  
No fee for Veterans with military ID.

PLEASE CHOOSE:

- TRANSCRIPT (Recommended for anyone over 18 for security purposes. Passports, Enhanced License, and Marriage License)
- FULL IMAGE (Minors and Dual Citizenship)

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APPLICANT INFORMATION

APPLICANT'S NAME:

RELATIONSHIP:

- SELF                       PARENT
- POA/GUARDIAN - include copy of judicial court documents

STREET ADDRESS: \*\*

CITY, STATE, ZIP:

PHONE NUMBER:

SHIPPING:

- USPS First Class Mail - No Charge
- USPS Priority Mail Flat Rate - \$25.00 additional
- UPS Overnight Delivery - \$40.00 additional - signature required

\*\* If delivery is to a PO Box you must include a notarized statement signed by applicant.

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In order to process your request you must submit the completed application along with a copy of your photo ID and a check or money order for \$30 (per copy requested) plus any additional shipping charges if applicable to:

Monroe County  
Vital Records Office  
740 East Henrietta Road  
Rochester, NY 14623  
Attn: Birth Record Request

Incomplete applications will delay your order. If you have any questions about your order, please contact our office at (585) 753-5141.

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