

# Noncertified Birth Record Request

Use this form to request a noncertified (informational only) Minnesota birth record on plain paper. If we cannot find the birth record you request, we will send you a certified Statement of No Birth Record Found.

NOTE: County offices generally provide the fastest vital records service; in-person requests can often be fulfilled while you wait. Non-certified birth records are available from any Minnesota county. Records for births in 2000 or before are only available from the county of birth or the Office of Vital Records (Minnesota Department of Health).

*It's illegal to give false information to obtain a vital record, and it may subject you to fines, jail time, or both.*

Information to find the birth record					
Child/Subject	Child/subject first name		Child/subject middle name	Child/subject last name	Name suffix
	Date of birth (MM/DD/YYYY)	Sex <input type="checkbox"/> Female <input type="checkbox"/> Male	Minnesota city of birth	Minnesota county of birth	State of birth <b>MN</b>
Parents	Parent one first name	Parent one middle name	Parent one last name	Last name before 1st marriage	Name suffix
	Parent two first name	Parent two middle name	Parent two last name	Last name before 1st marriage	Name suffix
Requester information					
Requester name					
Requester street address (Express delivery will not deliver to PO boxes or APO addresses)			Apt/Unit #	Daytime phone (10-digits)	
City		State	Zip code	Email	
REQUIRED – Choose from the options below					
Records of children born to married parents are “public”; anyone can buy a noncertified <b>public</b> birth record. Records of children born to single mothers are “confidential” unless the mother chose to make the record public.					
1. <input type="checkbox"/> I want an image of the paper record for a birth in 2000 or before.					
2. <input type="checkbox"/> I want a printout of a birth record that includes the subject’s name, date and place of birth, and the names of the subject’s parents. The printout <i>does not show</i> health information.					
3. Birth records of children born to unmarried mothers are confidential unless the mother chose to make the record public at the time of birth. The persons below are eligible to buy noncertified <b>confidential</b> birth records. <b>Check one box:</b>					
<input type="checkbox"/> I am the subject of the record age 16 or older			<input type="checkbox"/> I act for a Minnesota program that administers child support, medical assistance, MinnesotaCare, and services under <i>Minnesota Statutes, section 124D.23; Minnesota Statutes, chapter 260E</i> ; or a tribal child support program, <i>Minnesota Statutes, section 144.225</i> . (Must show employee ID)		
<input type="checkbox"/> I am a parent named on the record					
<input type="checkbox"/> I am the guardian of the subject (you must show a certified copy of the court order that names you)					
<input type="checkbox"/> I am presenting your office with a certified copy of a court order issued by a U.S. court					
4. <input type="checkbox"/> I want a copy of the entire birth record including health information (available only for births 2001 to present). <b>Choose one:</b> <input type="checkbox"/> I am the mother named on the birth record <input type="checkbox"/> I am a representative of local public health					
If you checked options in #3 or #4, you must sign this form in front of a notary.					

NONCERTIFIED BIRTH RECORD REQUEST

<b>Requester Name:</b>				
<b>Requester and notary signatures</b>				
<i>I certify that the information provided on this application is correct and complete to the best of my knowledge.</i>				
Requester signature		Notary stamp/seal		
<b>Notary</b>	Signed or attested before me on:        day of        , 20			
	Printed name of notary public			
	Notary public signature			My commission expires
<b>Fees and records request</b>			<b>Fee</b>	
First noncertified birth record		<b>\$13</b>	<b>\$13</b>	
Additional birth records	# of extra copies	<b>\$6 each</b>		
<b>Processing</b>			<b>Fee</b>	
Standard — request processed in the order received		<b>\$0</b>		
Faster — request handled ahead of standard requests <i>(doesn't include express delivery)</i>		<b>\$20</b>		
<b>Shipping</b>			<b>Fee</b>	
Regular first-class mail		<b>\$0</b>		
Express delivery <i>(Check here <input type="checkbox"/> to require a signature.)</i>		<b>\$21</b>		
<ul style="list-style-type: none"> <li>▪ <b>The Office of Vital Records and the express delivery service are not responsible for deliveries that do not require a signature.</b> Express delivery services will not deliver to PO boxes or APO addresses.</li> <li>▪ For delivery outside the United States, you must supply a <b>prepaid</b> express delivery envelope with your application.</li> </ul>				
<b>Total due</b> <i>Fees are due with the application and are non-refundable.</i>				
<b>Payment method</b>				
<input type="checkbox"/> <b>Credit card</b> MasterCard/VISA/Discover	Cardholder name		Valid thru (MM/YY)	
	Card number		3-digit code	
<input type="checkbox"/> <b>Check</b>	Check #	<b>Make check or money order payable to Minnesota Department of Health. DO NOT SEND CASH.</b> Checks returned for non-payment will result in a \$30 charge to you. You could also face civil penalties.		
<input type="checkbox"/> <b>Money order</b>	Money order#			
<b>Send your application and payment to:</b>		<b>Incomplete requests</b>		
Minnesota Department of Health Office of Vital Records  <b>Mail:</b> PO Box 64499, St. Paul, MN 55164-0499  <b>Fax:</b> 866-416-1357 (credit card payments only)  <b>Courier/express delivery:</b> 625 Robert St. N, St. Paul, MN 55155 <i>(no vital-records counter service at this location)</i>		The Office of Vital Records returns applications that are incomplete, not signed in front of a notary public, or not paid in full at the time of application. Unresolved requests will be closed 12 months after we receive them. Once a request is closed, customers must submit a new request and pay the fee again to update the record and/or receive the vital records.		
If you have <b>questions</b> , contact the Office of Vital Records at <a href="mailto:health.vitalrecords@state.mn.us">health.vitalrecords@state.mn.us</a> or 651-201-5970.				