



Office of the State Registrar Amendments to Birth Records

Five Common Reasons Why Birth Records Cannot Be Amended

1. The documents submitted are photocopies.

Minnesota Rules, part 4601.1100, subpart 1, item D, require that a document submitted to support an amendment to a birth record must be the original document or authenticated as a true document by the issuing agent. To have a document authenticated, ask the entity (e.g., hospital, clinic, school, church) to write a letter on their letterhead stating that the document is a true and accurate copy of the information in their records. The letter must be signed and dated.

2. The documents submitted do not meet the age requirements.

Minnesota Rules, part 4601.1100, subpart 1, item C, require that a document submitted to support an amendment to a birth record must indicate the date and by whom the original document was made. If there is no date on the document to indicated when it was created, the age of the document and compliance with the age requirements cannot be determined.

Minnesota Rules, part 4601.1100, subpart 1, items E and F, require that a document submitted to support an amendment to a birth record must:

- for a registrant age seven years or over, have been established at least seven years before the date of the request for an amendment or within three years of the date of birth; or
- for a registrant under seven years of age, have been established at least one year before the date of the request for an amendment or within the first year of life.

3. The document submitted is a court order that does not direct the birth record to be changed.

Minnesota Rules, part 4601.1000, subpart 7, require that a court order submitted to support an amendment to a birth record must specifically direct the birth record to be changed. Changes are limited to those specifically stated in the court order.

4. No documents are submitted or the documents submitted do not support the amendment.

According to Minnesota Rules, part 4601.1000 :

- to ensure that the correct birth record is being amended, there must be a link to the birth record to be amended. This link is established by submitting documents that have data items in addition to the item to be amended that are also on the birth record; and
- the required number of documents must be submitted. Minnesota Rules, part 4601.1000, subpart 3, require two documents to amend: registrant's first name, middle name, last name, and suffix; date and time of birth; sex; place of birth; mother's first name, middle name, and maiden surname; mother's birthplace; father's first name, middle name, and last name; and father's birthplace.

5. The fee for an amendment is not submitted.

Minnesota Statutes, section 144.226, subdivision 1, paragraph (d), require a \$40 fee for the amendment of a birth record.