

PUBLIC BIRTH CERTIFICATE		REQUIREMENT(S)
Applicant must complete an application form and provide acceptable ID to obtain any certified record on this page.		
1. Parent of the subject		Parent must be named on the subject's record
2. Grandparent of the subject		
3. Great-grandparent of the subject		
4. Child of the subject		
5. Grandchild of the subject		
6. Great-grandchild of the subject		
7. Spouse of the subject		Must be the current spouse
8. Subject of the record		
9. Party responsible for filing the record		Generally a health professional or birth attendant
10. Legal custodian, guardian or conservator of the subject		Certified court order showing legal relationship
11. Health care agent		Health care power of attorney
12. Subject's personal representative	See Minnesota Statutes, chapter 524.1-201 for definitions	Proof that certified copy is needed to administer the estate Subject is dead; proof that certified copy needed to administer the estate
13. Successor of the subject		
14. Determination or protection of a personal or property right		Documentation that birth certificate is necessary
15. Adoption agency - to complete post-adoption search		Employee ID
16. Local/state/tribal/federal governmental agency if the certified vital record is necessary for the governmental agency to perform its authorized duties		Employee ID
17. Attorney		MN Attorney License # OR copy of non-MN Attorney License
18. Bearer of a valid, certified copy of a U.S. court order (not a subpoena)		Court order must order release of certified birth record to bearer
19. I represent a person listed above. I have a signed statement from that person showing: a. Information to identify the vital record b. The signer's relationship to the subject of the record c. My name d. That I am granted permission to obtain the certificate		Representative must complete the Birth Certificate Application as the "requester" and attach the signed statement to the application to receive a public certificate. The signed <i>statement</i> does not need to be notarized. <i>Confidential birth records are not available to the representative.</i>
CONFIDENTIAL BIRTH CERTIFICATE		REQUIREMENT(S)
20. Parent of the subject		Parent must be named on the subject's record
21. Legal custodian, guardian or conservator of the subject		Certified court order showing legal relationship
22. Subject of the birth record		Subject must be age 16 or older
23. Representatives of Minnesota programs that administer child support, medical assistance, MinnesotaCare, and services under MN Statutes, sections 124D.23 and 626.556, AND, tribal child support programs MN Statutes, section 144.225.		Employee ID
24. Per a valid, certified copy of a U.S. court order releasing the certificate		A subpoena does not meet the requirement
NONCERTIFIED PUBLIC BIRTH RECORD		REQUIREMENT(S)
In-person application and payment: Requester must complete the <i>required</i> fields in the MANDATORY section of the application. No additional information is required.		
Application mailed or faxed with payment: Requester must complete the entire application.		
Anyone - legal transcript		Anyone may obtain a noncertified PUBLIC birth record
Mother named on record or LPH representative – medical transcript		Signature must be notarized
NONCERTIFIED CONFIDENTIAL BIRTH RECORD		REQUIREMENT(S)
Subject of the birth record		Subject must be age 16 or older
Parent of the subject		Parent must be named on the subject's record
Guardian of subject		Certified copy of guardianship papers
Representatives of Minnesota programs that administer child support, medical assistance, MinnesotaCare, and services under MN Statutes, sections 124D.23 and 626.556, AND, tribal child support programs MN Statutes, section 144.225.		Employee ID
Bearer of a valid, certified copy of a U.S. court order (not a subpoena)		The court order must order the release of the noncertified birth record to the bearer
CERTIFICATE OF BIRTH RESULTING IN STILLBIRTH		REQUIREMENT(S)
Parent of subject		Parent named on fetal death report

PERSONS WHO HAVE TANGIBLE INTEREST JOB AID

DEATH CERTIFICATE		REQUIREMENT(S)
<p>To obtain any <i>certified</i> record on this page: In-person application: Requester must complete the Death Certificate Application form, show acceptable ID and pay the required fee. Application mailed or faxed: Requester must complete the Death Certificate Application form, have her/his signature notarized and pay the required fee.</p>		
1. Child of the subject		
2. Parent of the subject		Parent must be named on the subject's record
3. Sibling of the subject		
4. Spouse of the subject		Spouse must be named on the death record
5. Grandparent or great-grandparent of the subject		
6. Grandchild or great-grandchild of the subject		
7. Party responsible for filing the death record		Licensed mortician or funeral director named on the record
8. Subject's personal representative	See Minnesota Statutes, chapter 524.1-201 for definitions	Proof that certified copy is needed to administer the estate
9. Successor of the subject		Proof that certified copy is needed to administer the estate
10. Trustee of a trust		Proof that certified copy is needed to administer the trust
11. Determination or protection of a personal or property right		Proof that certified copy is needed
12. Adoption agency - to complete post-adoption search		Employee ID
13. Attorney		Provide Minnesota Attorney License number OR a copy of a NON-Minnesota Attorney License
14. Bearer of a valid, certified copy of a U.S. court order (not a subpoena)		Court order must order release of certified death record to bearer
15. Local/state/tribal/federal governmental agency if the certified vital record is necessary for the governmental agency to perform its authorized duties		Employee ID
16. I represent a person listed in lines 1-15 on this page. I have a signed statement from that person showing: a. Information to identify the vital record b. The signer's relationship to the subject of the record c. My name d. That I am granted permission to obtain the certificate		Representative must complete the Death Certificate Application as the "requester" and attach the signed statement to the application. The signed <i>statement</i> does not need to be notarized.
17. Department of Veterans Affairs representative or Veterans Services Officer		
CERTIFIED VA DEATH CERTIFICATE		REQUIREMENT(S)
The surviving spouse or next of kin of a veteran		None
NONCERTIFIED DEATH RECORD		REQUIREMENT(S)
<p>In-person application and payment: Requester must complete the <i>required</i> fields in the MANDATORY section of the Noncertified Death Record Application. The applicant does not need to provide any additional information on the application. Application mailed or faxed with payment: Requester must complete the entire application.</p>		
Anyone may obtain a noncertified death record		None