

BIRTH RECORD

Instructions / Acknowledgment

Instructions for completing application form:

1. Use separate application form for each different certified record of a birth.
2. Complete the Record and Applicant information sections, indicating if you want an *Authorized Certified copy* or an *Informational copy* of the record.
* **NOTE: If the application information requested is incomplete or inaccurate, it may be impossible to locate the record.**
3. Please read and sign the Sworn Statement ONLY if requesting an *Authorized Certified copy*.
4. If submitting request(s) by mail or by fax, the Sworn Statement MUST be signed in the presence of a Notary Public.
NOTE: Only one notarized sworn statement is required for multiple certificates requested at the same time; the application with the notarized sworn statement must include the name of each individual whose certificate you wish to obtain and your relationship to that individual.
5. Submit the appropriate fee for each certified copy requested, along with **\$1.00** for return postage or a Self-Addressed Stamped Envelope. If mailing application(s), please make all checks or money orders payable to **YOLO COUNTY CLERK/RECORDER**. **For facsimile requests, please fax application and then call to give credit card information" (unless credit card form has been faxed).** If no record of the birth is found, the fee will be retained for searching, as required by statute, and a Certificate of Search indicating no record was found will be mailed to you.

MAIL COMPLETED APPLICATION WITH FEE(S) TO:

Yolo County Clerk/Recorder
PO Box 1130
Woodland, CA 95776-1130

Office (530) 666-8130 • Fax (530) 666-8109

www.yolorecorder.org

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CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of _____)
) §
County of _____)

On _____, before me _____
(date) (name and title of officer)

personally appeared _____ who proved to me on the basis of satisfactory
(name of person(s) signing)

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal,

Signature _____
(officer)

(NOTARY SEAL)



COUNTY OF YOLO Clerk-Recorder

Jesse Salinas, County Clerk/Recorder
625 Court St., Rm. B-01 530 666-8130
Woodland, CA 95695

For official use only:

Certificate #: _____

Gov't agency _____ Clerk initials _____

CERTIFIED COPY

BIRTH RECORD

Only 1 Copy per Request

Today's Date: _____

Affidavit of Youth in Foster Care Status Form Must be Submitted with This Request Form

Birth Record Information:

Name on Certificate _____
First Middle Last

Date of Birth _____ / _____ / _____ Place of Birth _____
Month/Day/Year City County State

Father's Name: _____
First Middle Last

Mother's Maiden Name: _____
First Middle Last

Mark Appropriate Boxes

(See H&S Code 103526 below)

Authorized **CERTIFIED COPY** of the record
(Sworn statement required)

INFORMATIONAL COPY of the record
(Sworn statement *not* required)

The California **H&S Code 103526**, permits only persons as defined below to receive *Authorized* certified copies of Birth and Death records. Those who are not authorized by law will receive a certified copy stamped: "**INFORMATIONAL, NOT A VALID DOCUMENT TO ESTABLISH IDENTITY.**"

I am:

- The registrant or a parent or legal guardian of the registrant.
- A party entitled to receive the record as a result of a court order, or an attorney or a licensed adoption agency seeking the birth record in order to comply with the requirements of Section 3140 or 7603 of the Family Code.
- A member of a law enforcement agency or a representative of another governmental agency, as provided by law, who is conducting official business.
- A child, grandparent, grandchild, sibling, spouse, or domestic partner of the registrant.
- An attorney representing the registrant or the registrant's estate, or any person or agency empowered by statute or appointed by a court to act on behalf of the registrant or the registrant's estate.

Applicant Information:

Name: _____ Telephone Number: () _____
(Print Name)

Address: _____
Number and Street City State Zip Code

SWORN STATEMENT

(Not required for an INFORMATIONAL COPY)

I, _____, declare under penalty of perjury under the laws
(Printed Name)
of the State of California, that I am an authorized person, as defined in California H&S Code 103526 (c), and am eligible to receive a certified copy of the birth record of the above and/or attached individual(s):

Sworn on _____ / _____
(Date and Place) (Signature)

Note: If submitting your order by mail or facsimile, please read instructions carefully.

AFFIDAVIT OF YOUTH IN FOSTER CARE STATUS FOR FEE EXEMPT CERTIFIED COPY OF BIRTH CERTIFICATE

INFORMATION

- A fee exempt copy of a birth record may be obtained from the local registrar or county recorder office in the county where the registrant was born. A fee exempt copy cannot be obtained from the State Registrar.
- Each eligible person may only receive one fee exempt birth record, per application.
- Requests for fee exempt copies are still subject to other requirements outlined in the application for obtaining copies of birth records.
- Applications for a certified copy of a birth record may be obtained by contacting the vital records office in the county where the birth occurred.

Requirements for eligibility to receive a fee exempt copy of a birth certificate:

- Requests may be made by a youth in foster care on behalf of themselves or by any person lawfully entitled to request a certified record of live birth on behalf of a youth in foster care.
- A “youth in foster care” is an individual who is provided “foster care” as defined in subdivision (f) of Section 11400 of the Welfare and Institutions Code: the 24-hour out-of-home care provided to children whose own families are unable or unwilling to care for them, and who are in need of temporary or long-term substitute parenting.
- A county welfare agency with relevant knowledge of a youth's foster care status must provide verification through completion of the affidavit.
- The affidavit will not be considered complete unless signed by both a county welfare agency and the person making the request for the birth record.

AFFIDAVIT OF YOUTH IN FOSTER CARE STATUS FOR FEE EXEMPT CERTIFIED COPY OF BIRTH CERTIFICATE

PLEASE READ THE INFORMATION SECTION BEFORE COMPLETING THIS AFFIDAVIT

Pursuant to **Health and Safety Code Section 103578**, each local registrar or county recorder shall, without a fee, issue a certified record of live birth to any person who can verify his or her status as a youth in foster care. This affidavit must be used for the purpose of requesting a fee exempt certified copy of a Certificate of Live Birth.

SECTION I.

To be completed by the person making the request for the certified birth record (hereafter: "requestor")

I, _____ swear or affirm, to the best of my knowledge and belief,
Printed Name of Requestor

that on the date listed below in this section, I am:

___ a youth in foster care;

OR,

___ a person lawfully entitled to request a certified record of live birth on behalf of the

following youth in foster care _____
Printed Name of Youth in Foster Care

Signature of Requestor _____ Date _____

SECTION II.

To be completed by a "county welfare agency"

Entity Name of County Welfare Agency Furnishing Verification of Youth in Foster Care Status:

Address: _____

Phone Number: _____ **E-mail:** _____

I, _____ swear or affirm, to the best of my knowledge and belief
Printed Name of County Agent

that on the date listed below in this section, _____
Printed Name of Youth in Foster Care

is a youth in foster care.

Signature of County Agent _____ Date _____

FAQs: Affidavit for Free Certified Copy of Birth Certificates
Assembly Bill (AB) 2967

1. When does AB 2967 take effect?

AB 2967 will take effect on and after July 1, 2019.

2. Does AB 2967 only apply to birth records?

Yes, AB 2967 is only for issuance of authorized live birth certificates.

3. Can the State Registrar issue fee exempt copies of birth certificates?

No, AB 2967 states only the local registrar or county recorder can issue, without a fee, a certified record of live birth.

4. Who is eligible to request a fee exempt birth certificate pursuant to AB 2967?

A youth in foster care or any person lawfully entitled to request a birth certificate on behalf of a youth in foster care as long as the individual has been verified as a youth in foster care.

5. Can the agencies charge a fee for verifying the status of a youth in foster care?

AB 2967 states that providers may not charge a fee for verification of eligibility.

6. If a youth in foster care was not born in the county of search can counties charge a search fee?

Counties may assist in searching for the record before the applicant makes a request.

HSC Section 103575 provides that the state or local registrar or county recorder may, without a fee, verify date and place of birth, when the applicant presents sufficient information to identify the birth record.

Counties may also refer applicants to the Quality Assurance and Production (QAP) Section with the State Registrar at (916) 552-8116 to verify a county of birth. The youth in foster care can then contact the appropriate county to obtain the birth record.

7. Can someone make a request on behalf of a youth in foster care?

Yes, as long as the person is an authorized third party (i.e., parent, guardian, legal guardian, grandparent, brother, sister) who is lawfully entitled.

8. How may an applicant submit a request for processing?

The best way to file an application is to submit in-person at a local county office and a county official may take a statement sworn under penalty of perjury (HSC Section 103526).

9. Can an applicant order multiple certificates?

A person applying for a certified record of live birth is entitled to only one birth record per application for each eligible person verified as a youth in foster care.

10. May an applicant request be mailed "care of" a government agency?

Yes, the completed request would be mailed back to the address indicated on the application.

11. Are former recipients of foster care eligible for the fee waiver?

No, this bill is intended to assist youths currently receiving foster care.