

TOWN OF WALWORTH
SUSIE C. JACOBS, TOWN CLERK, CMC, RMC
3600 LORRAINE DRIVE, WALWORTH NY 14568
Phone: 315-986-1400, Ext302
Fax: 315-986-1440

Please fill out as much information as you can on the attached form. We will also need a copy Of some type of picture ID, usually a driver's license (see types of acceptable identification Below), and a **check for \$10.00** made payable to **"Walworth Town Clerk"**. Return the completed form to: Walworth Town Clerk's Office
3600 Lorraine Drive
Walworth NY 14568

Birth Certificate – A certified copy or a certified transcript of a death may be issued:

1. To a person with a New York State Court Order;
2. To the person named on the birth certificate; if 18 years of age or older;
3. To the parents of the person named on the birth certificate;
4. To the lawful representative of the person named, or the parents of the person named on the birth certificate;
5. To the Commissioner of Health;
6. To a municipal, state or federal agency when needed for official purposes

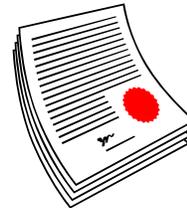
A certification of birth may be issued:

1. To the person named on the birth certificate; if under 18 years of age or older;
2. To the person over 18 years of age, if certification is what they prefer; or
3. To a person who can demonstrate the record is required for a judicial or other proper purpose.

Types of Acceptable Identification:

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| 1. Driver's License | 6. Employer's Photo ID |
| 2. Non-driver's License | 7. Two utility bills showing applicants name and address |
| 3. Passport | 8. Police report of lost or stolen ID |
| 4. Naturalization Papers | |
| 5. Military ID | |

DO NOT ISSUE A COPY UNLESS ONE OF THE ABOVE TYPES OF IDENTIFICATION IS PRESENTED.



Susie C. Jacobs, CMC, RMC
Walworth Town Clerk

