**Per Indiana Code 16-37-1-10 & 11, 11.5C**

**Requirements for birth & death certificates**

<table>
<thead>
<tr>
<th>ID required To Get a Certificate: One valid Primary Document Or Two Secondary Documents</th>
<th>Who’s Eligible to Obtain a Birth Certificate? <em><strong>SEE BACKSIDE FOR RELATIONSHIP REQUIREMENTS</strong></em></th>
<th>Amish ID Requirement to purchase a Certificate <em><strong>Must Provide 2 Items</strong></em></th>
</tr>
</thead>
</table>
| **One form of Primary Picture Documentation** All documents MUST be current and VALID | • The individual named on record; 18 yrs or older  
• Parents of individual named on certificate (must be listed on record)  
• Grandparents (must be parent of a parent listed on the record & show proof of relationship)  
• Sibling, 18 yrs or older of individual named on certificate (must show proof of relationship)  
• Child or Grandchild, 18 yrs or older of individual named on certificate (must show proof of relationship)  
• Current Spouse of individual named on certificate (must show proof of marriage)  
• Aunt or Uncle of individual named on certificate (must show proof of relationship)  
• Court Appointed Legal Guardian (must have I.D. and provide guardianship papers with seal)  
• Attorney representing person named on record (must have I.D. for self with direct interest spelled out on letterhead or court documents)  
• State and Federal Agencies (must have work I.D. with direct interest spelled out on letterhead, court documents or signed authorization from client)  
• Social Agency (must have work I.D. with court documents or signed authorization from client)  
• Step-parent (must have I.D. with valid marriage certificate)  
• Genealogy (must be over 75 years old and deceased) **Must show proof of death** | • Non-Photo I.D.  
• Baptismal Certificate  
• Marriage Certificate  
• Social Security Card  
• School Records |

<table>
<thead>
<tr>
<th>If you do not have primary picture documentation above, Two forms of Secondary Documentation is required, if applicable the document must list current address</th>
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</thead>
</table>
| • Verification of Employment on letter head including date of employment, employee’s address and managers name and signature  
• Voter Registration with signature  
• Vehicle Registration with signature(no titles)  
• Previous year’s tax return (1040) with signature and social security number  
• Probation documents or statement from Probation Officer on letterhead, including person’s name and date of birth w/signature  
• Signed Warranty Deed or Current Lease/Rental Agreement (Must show address and signature of applicant)  
• Signed Social Security card  
• Military Discharge (DD-214)  
• Indiana only Gun permit with signature  
• Indiana only Professional License with signature | | |

<table>
<thead>
<tr>
<th>Who’s Eligible to Obtain a Death Certificate?</th>
<th>Must provide I.D. and possible proof of direct interest</th>
<th></th>
</tr>
</thead>
</table>
| • Parents  
• Spouse  
• Adult Children  
• Grandparents  
• Adult Grandchildren  
• Siblings  
• Aunts/Uncles  
• Adult Niece/Nephew  
• Legal Interest (Must show proof)  
• Funeral Home/Director (Must have handled the body w/ explanation of direct interest on letterhead)  
• Genealogy (Must be over 75 years old) | | |
Documentation to verify relationship to individual is needed for *birth certificate* orders (Per 410 IAC 18-3-1)

**Acceptable Documentation**

I would like to obtain a copy of:

- *My own*- **Primary Documentation** Only

- *My child’s*- **Primary Documentation** Only

- *My mother/father*- **Primary Documentation** along with a copy of your birth certificate

- *My grandchild’s*- **Primary Documentation** along w/ Mother or Father’s Birth certificate naming Grandparent

- *My brother/sister*- **Primary Documentation** along w/birth certificate naming same parent(s)

- *My nephew/niece’s*- **Primary Documentation** along w/ birth certificate of parent and self

- *My spouse*- **Primary Documentation** along w/ valid marriage license or certificate

- *My grandparent’s*- **Primary Documentation** along w/ birth certificate of self and parent

- *Genealogy*- **Primary Documentation** along w/ proof of death