

## ELIGIBILITY TO OBTAIN A BIRTH CERTIFICATE

Before a request for an uncertified or certified copy can be considered, you must specify your eligibility to obtain it. ILCS410/535/25/4 states that copies of birth records may be issued upon:

- The order of a court of competent jurisdiction
- The specific written request for a certified copy by the person, if of legal age (18 or older), or by a parent or other legal representative\* of the person to whom the record of birth relates; or
- The specific written request for a certified copy by a department of the state, a municipal corporation, or the federal government

\*"legal representative" is:

- An attorney acting on behalf of a person(s) named on a birth certificate;
- An agent authorized by power of attorney;
- A court-appointed personal representative;
- An agent with written, notarized authorization from a person(s) named on a birth certificate for the purpose of obtaining a certified copy for that person; or
- Any other agent, approved by the State Registrar as a legal representative of the person to whom the birth certificate relates.

NOTE: Any person who, willfully and knowingly uses or attempts to use, or furnishes to another for use, for any purpose of deception, any certificate, record, report, certification copy thereof so made, altered, amended or mutilated; or,

Any person who, with the intention to deceive, willfully uses or attempts to use any certification or certified copy of a record of birth knowing that such certified copy was issued upon a record that is false in whole or in part or that relates to the birth of another person, is guilty of a Class 4 felony in the state of Illinois (ILCS 410/535/27(f))

## ACCEPTABLE PROOF OF ID

A NON-EXPIRED, GOVERNMENT ISSUED PHOTO ID, such as a driver's license. If you have an extension sticker on your license, submit a **copy of both sides** of the license. If you do not have a driver's license, a photo ID Card issued by the Department of Motor Vehicles can be provided.

If your driver's license or ID Card is **expired or not available**, you must submit TWO (2) pieces of documentation with your name on them. In addition to your name, one piece must also have your current address on it to prove your identity.

ONE piece of documentation can be a bill or other USPS mail; the SECOND must be one of the items listed below:

- Medical/car insurance card
- Credit card statement
- Paycheck stub with imprinted information
- Voter's registration card
- Car registration paperwork
- Bank Statement
- Public assistance card
- Active duty military ID w/issued & expiration dates
- EBT Link Card (Illinois Electronic Benefit Transfer)

**SOCIAL SECURITY CARDS ARE NOT ACCEPTABLE**

