Hello,

The Rhinebeck Town Clerk's office can provide a **certified raised-seal copy*** of your or your child's birth certificate,** either in person or by mail.

We require **four things:**

- A completed copy of the attached **form**
- Your government-issued **photo ID** with your signature (driver's license or passport preferred) (a copy will do for mail-ins)
- A **check for $10** per copy ordered to "Town of Rhinebeck"
- A stamped **return envelope** (not required for in-person requests)

Mail requests to the below address, which is also the same place for walk-ins; **please include your phone number** on mail-ins, so we can contact you if necessary:

Registrar of Vital Statistics
Town of Rhinebeck
80 East Market Street
Rhinebeck, NY 12572

Thank you.

The Fine Print
*The raised-seal certified copy is all we issue, and it is all you need for official purposes, such as driver's licenses and passports. We will not provide plain paper copies. And of course we don't give you the original—think about it for a minute.

With respect to those old half-page yellow birth certificates that were issued decades ago, although they are official, you will find it difficult to use them for such things as passports or driver's licenses (things have gotten stricter since September 11, 2001). You can either pay $10 for a new raised-seal certified copy or, if you wish, we will swap your old yellow one out for a new raised-seal certified copy at no charge. Your choice.

**A birth certificate can be issued to the following individuals or entities who present the required documentation or a copy thereof:

- the person whose birth certificate it is (photo ID required); or
- the person whose name appears on the birth certificate as a parent (photo ID required)(Note that father's names often do not appear, especially if the mother and father were not married. In such cases we can neither confirm nor deny to the putative father that the birth record even exists.); or
- any person by order of a court of competent jurisdiction (relevant court order required); or
- the lawful representative of any person described above (attorney letterhead, or power of attorney or similar authorization required); or
- a municipal, state or federal agency for official purposes (the request should be accompanied by a letter on agency letterhead; the $10 fee is waived for social services agencies)

Application to Local Registrar for Copy of Birth Record

CERTIFICATE INFORMATION

Name	First	Middle	Last	Date of Birth	M M D D Y Y Y Y

Place of Birth	Hospital (If not hospital, give street & number) NORTHERN DUTCHESS	(Village, Town or City) RHINEBECK	County DUTCHESS

Father	First	Middle	Last	Maiden Name of Mother	First	Middle	Last

Number of Copies Requested

Purpose for Which Record is Required (Check One)

☐ Passport
☐ Social Security-Retirement
☐ Social Security-SSI
☐ Retirement
☐ Employment
☐ Other (Specify) _____

☐ Working Papers
☐ School Entrance
☐ Driver's License
☐ Marriage License

☐ Welfare Assistance
☐ Veteran's Benefits
☐ Court Proceeding
☐ Entrance into Armed Forces

APPLICANT INFORMATION

NAME
FIRST   MIDDLE   LAST

What is your relationship to person whose record is required?

☐ Self ☐ Parent ☐ Other, specify _____

Telephone No. (| | |) | | | | - | | | |

If attorney, give name and relationship of your client to person whose record is required

(name of client)	(relationship)

Signature of Applicant	Date MM DD YY

Address of Applicant [If different from ID]

Street _____

City	State	Zip Code