



MINNESOTA BIRTH RECORD APPLICATION - NON-CERTIFIED COPY

Part A: To receive a non-certified copy of the birth record, provide the following information as it occurs on the birth record:

| | | | | | |
|--------------------------|----------------------------|------------|--------------------|------------|------------------------------------|
| BIRTH INFORMATION | FIRST | | MIDDLE | | LAST (name on birth record) |
| | | | | | |
| | MONTH | DAY | YEAR | SEX | CITY & COUNTY OF BIRTH |
| | | | | | |
| | MOTHER'S FIRST NAME | | MIDDLE NAME | | MAIDEN NAME |
| | | | | | |
| | FATHER'S FIRST NAME | | MIDDLE NAME | | LAST NAME |
| | | | | | |

Part B: Please provide the following information about you, the requester:

| | | | |
|---------------------------|---------|----------|---------------|
| Your name: (please print) | (First) | (Middle) | (Last) |
| Your address: | | | Daytime Phone |
| | (City) | (State) | (Zip) |

Part C: Types of Non-certified Copies of Birth Records

Please note that a non-certified copy of a birth record is for information only and will not be accepted for any legal purpose. The following are your choices for non-certified copies of birth records. Indicate the type you want to receive.

- a non-certified copy of the civil registration information on the birth record (available for all births that occurred during 1900 or later)
- a non-certified copy of the civil registration and health information on the birth record (limited to births that occurred during 2001 or later; health information is classified as private data and will be released only to the mother named on the birth record)

Part D: Data Classifications of the Record; When a Notarized Signature is Required

If the birth occurred to parents who were married or if an unmarried mother designated the record as public, the birth record is classified as public data. If you checked number 1 in Part C and you are requesting a copy of a birth record that is public, notarization of your signature is not required.

If you are the mother requesting a non-certified copy of a birth record with private health information, you must check number 2 below. If the birth occurred to parents who were not married and the mother did not designate the record as public, the record is confidential and release of any non-certified copy is restricted. You must check one of the following and have your signature notarized.

- I am the subject of the record and am age 16 or older;
- I am the mother of the subject and my name appears on the birth record;
- I am the father of the subject and my name appears on the birth record;
- I am the guardian of the subject. You must include legal documentation of your guardianship with your request; or
- I am presenting your office with a court order. You must include a certified copy of the court order. A subpoena is not a court order.

Your signature must be notarized if applying by mail or fax for a non-certified copy of a confidential birth record or if you are the mother requesting a non-certified copy of a birth record with health information.

| | |
|-------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| Your Signature | Date: / / |
| Subscribed and sworn before me this _____ day of _____, 20____ by _____ Notary Public | For Administrative Use Only ID Viewed: _____ Initials: _____ |

Penalties: Any person who willingly and knowingly without authority and with intent to deceive obtains a vital record is guilty of a gross misdemeanor (Minnesota Statutes, section 144.227).