

**NOTE: This form should be used ONLY by a person named on the Colorado Vital Records certificate or those with a proven relationship as stated in the "Proof of Relationship" list below.**

**Colorado has birth records for the entire state since 1910.**

**Please follow the instructions below when submitting your application.**



- ✓ This request must be completed in full. Please type or print clearly.
- ✓ Enclose a copy of a current driver's license, passport or State identification (see below).
- ✓ Enclose appropriate fees.
- ✓ Person requesting to receive a birth certificate must sign below.
- ✓ Proof of Relationship is required (Parents and Registrant excluded).
- ✓ Enclose a copy of the death certificate if the person is deceased.

**Proof of Relationship**

If your name is not listed on the birth certificate, **proof of relationship is required** before the birth certificate will be issued (e.g. marriage certificate, birth certificate, court orders). Certified Birth certificates may be issued to:

- The registrant (person named on the certificate)
- Spouse
- Legal Guardian
- Siblings
- Adult Children
- Parents
- Stepparents

Legal representatives of any of the above must present proof of client relationship.

**Proof of Identity**

PRIMARY LIST	SECONDARY LIST	WE CANNOT ACCEPT THE FOLLOWING:
Submit one of the following. No expired documents accepted.	Submit two of the following ONLY if you don't have a document listed under the Primary List. We will not accept any documents expired more than six months.	
<div style="display: flex;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold; margin-right: 5px;">ACCEPTED ID DOCUMENTS</div> <ul style="list-style-type: none"> <li>• Alien Registration Receipt/Permanent Resident Card</li> <li>• Certificate of U.S. Citizenship</li> <li>• Jail Temporary Inmate ID: Denver or Pueblo county</li> <li>• Colorado Department of Corrections ID card</li> <li>• Colorado Department of Human Services Youth Corrections ID</li> <li>• CO Temporary Driver's license / State ID (must be current)</li> <li>• Employment Authorization Card (I-766)</li> <li>• Foreign Passport</li> <li>• Government Work ID</li> <li>• Job Corps ID</li> <li>• Driver's license/ID Card (DMV - U.S. only)</li> <li>• Foreign Driver's License/ID Card (issued directly from the foreign country's government-not state or province)</li> <li>• School, University or College ID Card (must be current)</li> <li>• Temporary Resident Card</li> <li>• U.S. B1/B2 Visa card with I-94</li> <li>• U.S. Certificate of Naturalization</li> <li>• U.S. Citizenship ID Card (I-197)</li> <li>• U.S. Military ID card (front and back)</li> <li>• U.S. Passport or Card</li> <li>• U.S. Merchant Mariner ID / Book</li> </ul> </div>	<ul style="list-style-type: none"> <li>• Acknowledgment of Paternity document (Colorado only)</li> <li>• Birth Certificate of Applicant (U.S. only)</li> <li>• Court order of adoption or name change</li> <li>• Craft or Trade License (Colorado Only)</li> <li>• DD-214</li> <li>• Divorce Decree (U.S. only)</li> <li>• Colorado Gaming License</li> <li>• Hospital birth worksheet (within 6 months of birth)</li> <li>• Colorado Hunting or Fishing License (must be current)</li> <li>• Foreign or International Driving License/ID Card (issued by foreign country's state or province)</li> <li>• Marriage license/Certificate (U.S. only)</li> <li>• Medicaid Card (Colorado Only)</li> <li>• Medicare Card</li> <li>• Mexican voter registration card</li> <li>• Motor vehicle registration or title (must be current - U.S. only)</li> <li>• Pilot license</li> <li>• State, Territorial or Federal Prison or Corrections ID Card</li> <li>• Selective Service Card/Letter (U.S. only)</li> <li>• Social Security Card</li> <li>• Weapon or Gun Permit (U.S. only)</li> <li>• Work ID, Paycheck Stub (within 3 months) or W-2 (Last tax year)</li> <li>• Any expired document from the Primary List (cannot be expired more than 6 months)</li> </ul>	<ul style="list-style-type: none"> <li>• Matricula Consular Card</li> <li>• Novelty ID Card</li> <li>• IRS-ITIN Card or Letter</li> <li>• Non-expiring Identification Cards (unless issued in last 5 years)</li> <li>• Souvenir/Hospital birth certificates</li> <li>• Out-of-State Temporary Driver's license or Temporary State ID card</li> </ul>

**If you cannot provide acceptable identification, it is suggested that you ask a spouse, parent, sibling, or adult child, who can provide appropriate identification, to request the certificate.**

Birth certificates are also available from the state office: [www.colorado.gov/cdphe](http://www.colorado.gov/cdphe).

**PAYMENT INFORMATION (only complete for mail/email orders)**

Select Payment Method: **DO NOT SEND CASH - CREDIT AND DEBIT FEES APPLY**

Credit Card #

Exp. Date

Security Code

Cardholder Signature \_\_\_\_\_

Personal or Business Check

# Colorado Birth Certificate Request



**MESA COUNTY  
PUBLIC HEALTH**  
*Working Together for a Healthy Community*

Apply in person for same-day services  
Walk-in Hours:  
Monday-Thursday 7:30 am – 5:00 pm  
Friday 7:30 am – 12:00 pm

**Mesa County Public Health  
Vital Records**  
**510 29 ½ Rd, Grand Junction, CO 81504**  
<https://www.mesacounty.us/departments-and-services/public-health>

Phone: 970-248-6900  
Online Orders: [www.vitalchek.com](http://www.vitalchek.com)  
Email Orders: [vital.records@mesacounty.us](mailto:vital.records@mesacounty.us)  
Fax Orders: 970-683-6635

## Step 1: APPLICANT INFORMATION

<b>Your Name</b>			
first name	last name		
<b>Your Street Address</b>		<b>City</b>	<b>State</b>
			<b>Zip Code</b>
<b>Daytime Phone Number</b>	<b>E-mail Address</b> <i>(for communication &amp; status updates)</i>		

## Step 2: REGISTRANT INFORMATION

<b>Registrant Name:</b>			
first name	middle name	last name	suffix
<b>Your Relationship to Person Named on Certificate</b>		<input type="checkbox"/> Newborn <input type="checkbox"/> Travel/Passport <input type="checkbox"/> Records <input type="checkbox"/> School <input type="checkbox"/> Insurance <input type="checkbox"/> Other _____	
<b>Date of Birth</b> <i>(MM/DD/YYYY)</i>	<b>County of Birth</b>	<b>Sex</b> <input type="checkbox"/> Male <input type="checkbox"/> Female	<b>Is this person deceased?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>If deceased, you must provide a copy of the death certificate.</b>
<b>Mother/Parent A</b>			
first name	middle name	last name prior to first marriage	
<b>Father/Parent B</b>			
first name	middle name	last name prior to first marriage	

Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00, or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118).



**By signing below, I have read and understand that there are penalties for obtaining a record under false pretenses.**

Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

## STEP 3: COST

Certified Copy (first copy) = \$25.00     \_\_\_\_\_ Additional Copies = \$20.00 each    **TOTAL AMOUNT DUE**    \$ \_\_\_\_\_

## Step 4: MAIL OR EMAIL YOUR SIGNED AND COMPLETED FORM - include check, money order, or complete credit card information on other side

Please mail or email your completed form, along with ID and additional documentation (if required)

to: Mesa County Public Health ATTN: Vital Records, 510 29 1/2 Road, Grand Junction, CO 81504 or [vital.records@mesacounty.us](mailto:vital.records@mesacounty.us)

Please don't include a pre-paid express mail envelope with your request.

## Administrative Use Only

DCN # \_\_\_\_\_    Payment Type \_\_\_\_\_     Counter     Mail     Email