Documents that will assist in creating a delayed birth registration

- Applicant must apply for a birth certificate to start the process. The $10.00 fee must be paid at this time.
- Once it is determined that no birth certificate exists, the applicant will be given a letter explaining the process for gathering the required documents (see below).
- An additional $10.00 fee will then be submitted with the required documents for creating a delayed birth certificate and issuing of one certified copy of the birth certificate.
- If the documents that are submitted do not meet the requirement of the law, the state office will contact the customer in an attempt to get additional documents.
- If the documents that were submitted are acceptable for the creation of the birth certificate, a certified copy will be given/sent to the customer.

- The list of items customers should bring to the event **(certified copies or originals)**
  - Voter Registration application
  - Two documents with Name at Birth
  - Two documents with Date of Birth
  - Two documents with Place of Birth
  - One document with parentage (including mother's maiden name)
  - Marriage application
  - Tribal birth affidavit
  - Medical records
  - Baptismal Certificate
  - The persons original Social Security SS-5 form
  - Military Records including a DD-214
  - Cumulative school records
  - Insurance policies (medical, life, etc.)
  - Other documents that would have birth facts (Name at birth, date of birth, place of birth, parentage)