



# APPLICATION FOR AMENDMENT TO FLORIDA BIRTH RECORD

**IMPORTANT:** Read the entire application form before completing. *TYPE OR PRINT*

**Requirement for ordering:** If you are an eligible applicant, complete and sign this application, state your relationship to registrant and provide photo identification. If you are an attorney representing an eligible person, you need only sign, provide professional license or bar number, indicate name of person whom you represent and their relationship to the registrant in the appropriate spaces below. If applicant is not an eligible person, an Affidavit to Release a Birth Certificate, DH Form 1958, must be completed and signed by an eligible person before a notarizing official and submitted in addition to this application form. Acceptable forms of photo identification are the following: Driver's License, State Identification Card, Passport, and/or Military Identification Card.

NAME ON OR FOR NEW BIRTH RECORD OF REGISTRANT	FIRST		MIDDLE		LAST	SUFFIX
NAME AS RECORDED ON CURRENT BIRTH RECORD	FIRST		MIDDLE		LAST	SUFFIX
DATE OF BIRTH	MONTH	DAY	YEAR (4-DIGIT)	AGE	STATE FILE NUMBER	SEX
PLACE OF BIRTH	HOSPITAL		CITY OR TOWN		COUNTY	FLORIDA
MOTHER'S MAIDEN NAME (Name before marriage)	FIRST		MIDDLE		LAST (MAIDEN)	SUFFIX
FATHER'S NAME	FIRST		MIDDLE		LAST	SUFFIX

Check Type of Amendment::  Adoption  Correction  Legal Name Change  Paternity Order  Paternity Acknowledgment

**FEES ARE NONREFUNDABLE:** See information entitled "Availability and Fees"

**\$20.00 AMENDMENT PROCESSING FEE** includes the issuance of ONE computer certification (if birth occurred 1930-present). Request for record that occurred prior to 1930 will receive a photocopy. If photocopy of record for period (1930-present) desired in lieu of computer certification, an additional fee of \$ 5.00 is required:

<input type="checkbox"/> \$25.00	<input type="checkbox"/> \$20.00 computer	QUANTITY	=	Amount
		1		

1<sup>st</sup> additional certification: Mark appropriate box:  \$9.00 computer  \*\$14.00 photocopy (birth 1930-present)

\*If photocopy fee paid with above amendment processing fee (\$25.00), OR if event occurred prior to 1930, only remit \$9.00 for this 1<sup>st</sup> additional certification.

1	X	1	=	\$
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Other additional certifications (after the 1<sup>st</sup> additional certification) are **\$4.00** each, UNLESS a photocopy (if birth occurred 1930-present) is desired and has not been ordered above. If photocopy not ordered at this point of your request and you desire a photocopy, you must remit \$9.00 if photocopy requested.

Indicate number desired in Quantity block:  computer  photocopy (birth 1930-present)

\$4.00	X		=	\$
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**COMMEMORATIVE Birth Certificates**, signed by the present Governor and suitable for framing are \$25 if ordered at the same time as above certifications; \$34 if ordered separately Allow 4-6 weeks for delivery

\$	X		=	\$
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**RUSH ORDERS (Optional):** \$10.00 per order. Envelope must be marked "RUSH".  Yes  No

(Refer to information entitled Response Time)

**TOTAL AMOUNT ENCLOSED:** Check or money order payable to Vital Statistics in U.S. Dollars (DO NOT SEND CASH)  
Florida Law imposes an additional service charge of \$15 for dishonored checks

To provide false information relative to an amendment of a Florida birth record or obtain confidential information contained on a Florida birth record under false or fraudulent purposes is a third-degree felony punishable by the terms and conditions as set forth in Florida Statutes.

**APPLICANT NAME/DELIVERY INFORMATION**

Applicant's Name TYPE OR PRINT	FIRST	MIDDLE	LAST (INCLUDING ANY SUFFIX)	RELATIONSHIP TO REGISTRANT
DELIVERY ADDRESS (INCLUDE APT. NUMBER, IF APPLICABLE)	CITY		STATE	ZIP CODE
HOME PHONE NUMBER INCLUDING AREA CODE ( )	WORK PHONE NUMBER INCLUDING AREA CODE ( )		SIGNATURE OF APPLICANT	
IF ATTORNEY, PROVIDE BAR/PROFESSIONAL LICENSE NUMBER	IF ATTORNEY, PROVIDE NAME OF PERSON YOU REPRESENT AND THEIR RELATIONSHIP TO REGISTRANT			
<b>IF THE CERTIFICATION IS TO BE MAILED TO ANOTHER PERSON OR ADDRESS USE THE SPACES BELOW TO SPECIFY SHIP TO NAME AND ADDRESS.</b>				
SHIP TO NAME TYPE OR PRINT	FIRST	MIDDLE	LAST	SUFFIX
HOME PHONE NUMBER ( )	SHIP TO STREET ADDRESS (AND APT.)			
WORK PHONE NUMBER ( )	CITY	STATE	ZIP CODE	

**INFORMATION AND INSTRUCTIONS FOR AMENDMENT TO BIRTH RECORD APPLICATION**  
*Statute/Rule references may be accessed through the website address at the bottom of this form*

**AVAILABILITY AND FEES:** Computer years are for events 1930 to present unless record was a delayed filing or other special registration. Births occurring prior to 1930 are not available in the computer abstract format. Therefore if ordering a record that occurred prior to 1930, you will be provided with a photocopy at no additional cost AND should remit only \$9.00. **FEES ARE NONREFUNDABLE:** The amendment-processing fee is nonrefundable, even if the amendment cannot be completed. In addition, it can only be applied to this case and cannot be credited or transferred to another case.

**ELIGIBILITY:** Pursuant to s. 382.025, Florida Statutes, except for those births occurring over 100 years ago that are not under seal, birth certificates are confidential and can be issued only to the registrant (the child named on the record) if of legal age (18), parent, guardian, or a legal representative of one of these persons or by court order. Events occurring over 100 years ago not under seal are public record and available to anyone providing fee and application.

**REQUIREMENT FOR ORDERING:** If applicant is self, parent or guardian, the applicant must provide photo identification. If guardian, a copy of appointment order must also be included. If legal representative, your attorney Bar ID number and the name and a notation of whom you represent must be included with your request. If not one of the above persons, you will need to complete and have notarized the Affidavit to Release a Birth Certificate, DH Form 1958, and submit with this Application for Amended Birth Certificate, DH Form 429, or provide a court order. A release form is available from this office, most local vital statistics offices within the county health department and our website. Website address located at bottom of this form.

**TYPES OF AMENDMENTS:**

**A. An amendment resulting from a court ordered action:**

- Adoption
- Legal Name Change
- Paternity Establishment

**B. An amendment made administratively pursuant to vital statistics law (Chapter 382, F.S) and rule authority (Chapter 64V-1 F.A.C.)**

- Paternity Acknowledgement
- Correction resulting from a misspelling or typographical error or omission
- Correction of child's name
- Change to child's name within 1 year of birth. A legal change of name issued pursuant to s. 68.07(4), Florida Statutes, OR comparable law of another state is required to change the name after the 1<sup>st</sup> birthday UNLESS supporting documentation can be provided.

**NOTE:** Correction to a child's name resulting from a misspelling or a typographical error can be made at any time after the child's birth without supporting documentation.

Omissions of child's given name(s) may be made up to the child's 7<sup>th</sup> birthday without supporting documentation.

Corrections to a child's name (other than misspellings, typographical errors, or omissions) may be made only if documentary evidence supporting the correction can be provided. In all cases, such changes to a minor child's name will be made ONLY if both parents named on the birth record (if both are named) are in agreement and sign the required affidavit before a notary public. If both parents are not in agreement or not available to sign, the name can only be amended by a legal change of name (court order). See s. 64V-1.002 and .003, Florida Administrative Code, for additional information defining our authority to make corrections to a birth record.

**IMPORTANT:** IF A NAME HAS BEEN CHANGED PREVIOUSLY ON THE BIRTH RECORD PURSUANT TO A COURT ORDER, I.E., BY ADOPTION, LEGAL NAME CHANGE, ETC., IT CAN ONLY BE CHANGED SUBSEQUENTLY THROUGH ANOTHER COURT ORDER.

**RESPONSE TIME:** Response time for processing an amendment varies depending upon our workload at the time your request is received. Generally, an amendment is completed within two to three weeks. RUSH processing is available for those who need assurance of faster service. Orders received in an envelope marked RUSH and with the \$10.00 RUSH fee will be given priority over other pending work; however, no amended certificate can be issued until all required evidence, forms, applicable fees and appropriate signatures have been received and meet the criteria as established by law or in rules of the department.

**CERTIFICATION FORMAT:** A computer certification contains the information taken from the original birth record and is acceptable for all purposes. A photocopy is an exact image of the certificate completed by the hospital or by the attendant at the birth.

**RACE:** Only race of parent(s) is recorded and after 1969 the race of the parent(s) was moved from the legal section to the statistical/medical section of the birth certificate and is not part of a routine certification. If parents' race is required, a photocopy should be requested. Please check block entitled Photocopy and write on the front of this form "photocopy with medical included". Depending on the year of the event, extra fee of \$5.00 may apply.

**TIME OF BIRTH:** Only available on a photocopy at this time and not available for all years. This item was NOT collected for years 1949 – 1969; therefore, time of birth is generally not shown on records filed during these years. For remaining years, it will appear on a photocopy if the hospital or attending physician completed the item.

**MAIL THIS APPLICATION WITH PAYMENT TO VITAL STATISTICS, P.O. BOX 210, Jacksonville, FL 32231-0042**  
[http://www9.myflorida.com/planning\\_eval/Vital\\_Statistics/index.html](http://www9.myflorida.com/planning_eval/Vital_Statistics/index.html)