# **Birth Certificates**

The Division of Vital Records maintains records of births that occurred from 1906 to the present. Certified copies of birth certificates (with a raised seal) are issued and acceptable for various uses, such as:

- Personal identification
  - Employment
  - Passport application
    - Social Security

**IMPORTANT INFORMATION REGARDING RIGHT-TO-KNOW LAW:** Birth certificates maintained by the Division of Vital Records are not public certificates and, therefore, cannot be released under the provisions of Pennsylvania's Right-to-Know-Law. To determine if you are eligible to apply for a certified copy, please review the following:

## Who May Request a Birth Certificate?

Only certain people can request a birth certificate. You must be:

- Person named on the birth certificate, who is 18 years of age or older (if under 18, immediate family member must apply)
  - Legal representative
    - Husband / wife
  - Parent / step-parent\*
  - Brother / sister / half-brother / half-sister
  - Son / daughter / stepson\* / stepdaughter\*
  - Grandparent / great grandparent (specify maternal or paternal)
    - Grandchild / great grandchild
- <u>Power of Attorney</u> (for person named on birth certificate or immediate family member listed above)

If the person named on the birth certificate is deceased, a family member who is not an immediate family member must submit a copy of the death certificate to be eligible to receive a certified copy of the birth certificate.

\*A step-parent or step-child is required to submit parents' marriage record supporting their relationship.

#### Cost

There is a \$10 fee for each certified copy. This fee may be waived for individuals who served or are currently serving in the Armed Forces or their dependents.

### How to Get a Birth Certificate

There are 3 ways to obtain a certified copy of a birth certificate. Be sure to complete all required information on the application form provided within each link:

- 1. Order online
- 2. Request by mail
- 3. In person at a public office (see 6 locations below):
  - Erie
  - Harrisburg
  - New Castle
  - Philadelphia
  - Pittsburgh
  - Scranton

### What if the Year of Birth is Unknown?

An applicant may request a multi year birth search.

