Metro Public Health Dept
Nashville/Davidson County
Protecting, Improving, and Sustaining Health

VITAL RECORDS
APPLICATION FOR CERTIFIED COPY OF CERTIFICATE OF BIRTH

IF REQUESTING BY MAIL: CHECK OR MONEY ORDER PREFERRED—DO NOT SEND CASH

DATE: _____
Fecha:

Full Name at Birth: _____
Nombre completo en el acta: (First/Primer) (Middle/Segundo) Last/Apellido)

Indicate Any Legal Changes of Names: _____
Indique algún cambio legal de nombre:

Date of Birth: _____ **Sex:** _____
Fecha de nacimiento: (Month/Mes) (Day/Día) (Year/Año) M/F

Place of Birth: _____
Lugar de nacimiento: (City/Ciudad) (County/Condado) (State/Estado)

Full name of Father: _____ **Race:** _____
Nombre completo del padre: Raza:

Full Maiden Name of Mother: _____ **Race:** _____
Nombre de soltera de la madre: Raza:

Last Name of Mother at Time of Birth: _____
Apellido de la madre al nacer:

Relationship: _____ **Purpose of Copy:** _____
Parentesco: Razón de la copia:

Telephone #: _____ **Social Security #:** _____
Teléfono#: Número de Seguro Social:

Signature of Person Making Request: _____
Firma del solicitante:

PRINT Name and Address of person requesting the Certified Copy.

Name: _____
Nombre:

Street or Route: _____
Dirección o ruta:

City: _____ **State:** _____ **Zip:** _____
Ciudad: Estado: Código Postal:

If paying by Credit Card all items must be completed in order to process your request.

Charge to my: _____ **VISA** _____ **MASTERCARD** _____ **Pick-Up** _____ **Mail**

Amount Enclosed: $_____

|__|__|__|__|__|-|__|__|__|__|__|-|__|__|__|__|__|-|__|__|__|__| |__|__|__|__|
Account Number **Expiration Date**

SEND TO:
Metro Public Health Department
Vital Records (Birth Section)
2500 Charlotte Avenue
Nashville, Tennessee 37209-4129

It is unlawful to willingly and knowningly make any false statement on this application

Request for ADA accommodation should be directed to Todd Baker @ 340-0535

Certificates are available from 1915 to the present for any birth occurring in Tennessee.

Certificates are: $15 each

_____ # of certificates needed.

$_____Total

Valid non-expired government issued photo ID required. Including: Driver's License Passport Military ID.

Prices are subject to change without notice.