



Birth Certificate Request Form

George T. Darany, City Clerk

City of Dearborn, 16901 Michigan Ave. Ste. 11, Dearborn, MI 48126

313-943-2685

All birth certificates are **certified legal** documents.

A copy of your photo ID **must be included** with your order form.

Birth Certificates for newborn babies can take **up to 30 days** to process. Parents should call to check on the availability of the birth certificate before ordering.

All order forms **must include** a signature of the individual ordering the birth certificate. Unsigned order forms will be returned.

Information as it appears on the Birth Certificate:

Name of Individual at Birth: _____

Date of Birth (MM/DD/YYYY): _____

Mother's Name: _____

Mother's Name before married (if applicable): _____

Father's Name: _____

Order Information

Name: _____ Phone Number: _____

Address: _____

City, State, ZIP: _____

Signature: _____ Date (MM/DD/YYYY): _____

Relationship to birth certificate (select one):

- ☐ Myself ☐ Parent named on the birth certificate ☐ Court Order with documents
☐ Legal guardian of individual named on birth certificate (must include court documents)
☐ Heir to the individual named on birth certificate (must include legal documents)

Fees: *Make Check or Money order payable to: City of Dearborn*

One (1) Birth Certificate: \$25*

Each additional copy of the same birth certificate: \$5

**Individuals 65 years old and older may order their own birth certificate for \$15. Additional copies: \$5*

Total Number of Birth Certificates: _____

Total Cost: \$ _____

Prices subject to change without notice.

Mail completed form and documentation to:

Dearborn City Clerk's Office

Attn: Birth Records

16901 Michigan Ave. Ste 11

Dearborn, MI 48126-2967