



**ORDER FORM  
CERTIFIED COPY OF BIRTH**

**TO ORDER:** Birth must have occurred in Polk County and be within six months of the occurrence.

**NOTE:** After six months, orders must be processed through the state vital records. Please call 1-888-896-4988 or access the state website at:  
[public.health.oregon.gov/BirthDeathCertificates/GetVitalRecords](http://public.health.oregon.gov/BirthDeathCertificates/GetVitalRecords)

**COSTS:** \$25.00 EACH COPY

**ORDER/QTY:** \_\_\_\_\_

**MAIL TO:** Polk County Public Health  
182 SW Academy Street, Suite 302  
Dallas, OR 97338

**PHONE:** 503-623-8175

**FAX:** 503-831-3499

**WHEN ORDERING BY MAIL, PLEASE ENCLOSE CHECK OR MONEY ORDER AND A COPY OF YOUR PHOTO IDENTIFICATION.**

CERTIFIED COPY OF BIRTH			
NAME OF CHILD (FIRST/MIDDLE/LAST):		DATE OF BIRTH (MONTH/DAY/YEAR):	
PLACE OF BIRTH:			
PERSON ORDERING CERTIFICATE (PRINT NAME):		RELATION TO CHILD:	
SIGNATURE:			DATE:
MAILING ADDRESS:	CITY:	STATE:	ZIP:
PHONE NUMBER:	ID/DRIVERS LICENSE#	PAYMENT SOURCE:	

Return by mail with payment and copy of photo ID to:  
Vital Records  
182 SW Academy Street, Suite 302,  
Dallas, OR 97338