

**BIG HORN COUNTY/IN OFFICE APPLICATION
PO BOX 908
HARDIN, MONTANA 59034
Phone: 1-406-665-9730/Fax: 1-406-665-9738**

PLEASE READ THESE INSTRUCTIONS CAREFULLY

Only those authorized by 50-15-121 MCA and 37.8.126 ARM, which includes the registrant (14 years old or older), the registrant's spouse, children (with proof of relationship), parents, grandparents (with proof of relationship), a caretaker relative, guardian, an authorized representative, or those who provide documentation showing it is needed for determination or protection of the individuals personal or property rights. Proof of relationship, guardianship, caretaker relative, or authorization is required to obtain a certify copy of a birth record.

Step-relatives, in-laws, aunts, uncles, cousins, ex-spouses, and a natural parent of an adoptive child are not eligible to receive a certified copy of a birth certificate.

IDENTIFICATION IS REQUIRED

The person signing the request must provide an enlarged legible photocopy of both sides of their valid driver's license or other legal picture identification with a signature or the requestor must have this application notarized. Following is a list of Suggested Identification.

Picture ID with a Signature	OR Two Forms of ID - One must have a Signature		OR
<ul style="list-style-type: none"> • Driver's License • State ID • Tribal ID • Passport • Military ID Card 	<ul style="list-style-type: none"> • Social Security Card • Work ID Card • Car Registration/Insurance • Doctor/Medical record • Fishing License • US Military DD214 • Utility Bill • Voter Registration Card 	<ul style="list-style-type: none"> • Credit/Debit/ATM Card • School ID Card • Library Card • Insurance Record • Pay Stub • Traffic/Pawn Ticket • Court Record • Year Book 	<ul style="list-style-type: none"> • Notarized Signature • Have an authorized family/friend member that has an ID fill out a Statement of Identity Form

FEE (All Fees must be U.S. funds)

- CERTIFIED COPIES OF A BIRTH CERTIFICATE: cost **\$8.00** for each copy.
- INFORMATIONAL COPIES OF BIRTH CERTIFICATES may be issued to anyone as long as the birth occurred 30 years prior to the date of application. the cost is \$.50.

PLEASE COMPLETE THE FOLLOWING INFORMATION.

FULL First, Middle and Last Name on Birth Certificate: _____
 Has name ever been changed other than marriage _____ No _____ Yes if so original name _____
 Date of Birth: _____ Place of Birth (City or County): _____
 Mother's **Full Maiden** Name: _____
 Father's Full Name: _____
 Your relationship to the certificate holder : _____ (self, mother, father etc)
 Reason the Birth Certificate is needed: _____ # of copies needed _____

Applicant's Signature _____

STATEMENT OF IDENTITY

WHEN NO OFFICIAL IDENTIFYING DOCUMENTS ARE AVAILABLE,
PLEASE HAVE WITNESS PROVIDE IDENTIFICATION AND SIGN APPLICATION.

WITNESS SIGNATURE: _____

Official Use Only

Date _____
 Cert# _____
 Ser # _____
 Comment _____

NOTICE: STATE LAW PROVIDES PENALTIES FOR PERSONS WHO WILLFULLY AND KNOWINGLY USES OR ATTEMPTS TO USE OR FURNISH TO ANOTHER FOR USE, FOR ANY PURPOSE OF DECEPTION, ANY CERTIFICATE, RECORD, REPORT, OR CERTIFIED COPY MADE, ALTERED, AMENDED, OR MUTILATED. (50-15-114©, MCA)