

# MONTCALM COUNTY CLERK

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STANTON, MICHIGAN 48888  
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KRISTEN MILLARD  
CLERK

## *APPLICATION FOR A CERTIFIED COPY OF BIRTH/DEATH RECORD*

1. FULL NAME \_\_\_\_\_  
(AT BIRTH FOR BIRTH CERTIFICATES)
2. DATE OF BIRTH/DEATH \_\_\_\_\_
3. PLACE OF BIRTH/DEATH \_\_\_\_\_
4. APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_
5. NUMBER OR CERTIFICATES REQUESTED: \_\_\_\_\_

### INSTRUCTIONS:

*CERTIFIED COPIES CAN BE ISSUED ONLY TO THE INDIVIDUAL, THE PARENT(S) NAMED ON THE RECORD, ANY HEIR, LEGAL GUARDIAN OR ANY LEGAL REPRESENTATIVE OR AN ELIGIBLE PERSON.*

APPLICANTS MUST SHOW PICTURE ID WITH SIGNATURE ON IT. Legal representatives must state whom they are representing and will be required to show copy of court order.

### FEES:

The fee for a certified copy is \$20.00. When more than one copy is ordered, the first certified copy is \$20.00 and each additional copy of the same record is \$10.00.

Make checks payable to Montcalm County Clerk.

\* All mail requests must be accompanied with a self addressed stamped envelope.  
Please give a phone number where you can be reached.