

Mecosta County Clerk's Office

400 Elm Street, Big Rapids, MI 49307
(231) 592-0783

CERTIFIED COPY OF BIRTH CERTIFICATE

1. Name at Birth: _____
 First Middle Last

2. Date of Birth: _____
 Month Day Year

3. Place of Birth: _____
 Hospital(If known) City County

4. Parent Name: _____
 First Middle Surname(maiden)

5. Parent Name: _____
 First Middle Surname(maiden)

6. Person requesting record(circle one): Self Parent Other

CERTIFIED COPY OF MARRIAGE LICENSE

1. Names at the time of application for marriage license:
 Name: _____
 First Middle Last(Maiden)
 Name: _____
 First Middle Last(Maiden)

2. Date of Marriage: _____

3. County where license was obtained: _____

CERTIFIED COPY OF DEATH CERTIFICATE

1. Name of Deceased: _____
 First Middle Last

2. Date of Death: _____ Place of Death: _____

APPLICANT'S NAME: _____

ADDRESS: _____

STREET

CITY

STATE

ZIPCODE

APPLICANT'S SIGNATURE: _____

APPLICANT'S PHONE NUMBER: _____

NUMBER OF COPIES REQUESTED: _____

Records are \$10 for one copy and \$5 for each additional copy of the same record.

COPY OF PHOTO I.D. IS REQUIRED FOR ALL BIRTH REQUESTS

MAKE CHECK PAYABLE TO: MECOSTA COUNTY CLERK

INSTRUCTIONS

Certified copies of birth certificates are available to eligible persons on request. To obtain a certified copy of a birth record the applicant must be:

1. The individual who is the subject of the record.
2. The parent(s) named on the record.
3. Any heir.
4. Legal guardian.
5. Any legal representative of an eligible person. (Legal representatives must state whom they are representing and show proof of said representation.)

Birth records for newborn children are not immediately available. Please allow at least 30 days from date of birth for the hospitals to get the records to our office.

Our office will accept cash, personal check or money order for payment. Check or money order must be made payable to: **MECOSTA COUNTY CLERK.**

Birth Certificate should be mailed to:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____

Please note, if the address you would like the **birth record mailed to does not match the address listed on your I.D. you must provide proof of residency elsewhere (i.e. utility bill, rental agreement etc).