

DOCUMENTATION

Birth Certificate Requirements

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In compliance with federal regulation, the following elements are required to be displayed on a birth certificate for any license issuance:

1. Verification that the document originated from an Office of Vital Statistics or equivalent agency in the registrant's state of birth
2. Full name of the applicant
3. Applicant's place and date of birth
4. Signature from the official custodian of birth records
5. The seal of the issuing office
6. A filing date within one year of the date of birth (Note: Duplicate birth certificates may also show the date the duplicate was produced. Be sure to verify the date of the original filing)
7. Full name of the parent(s)*

*Only required if the applicant is under 18 in order to confirm eligibility of the liability signer.