



# Lane County Law Library

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## BIRTH CERTIFICATE GUIDE

**GENERALLY:** Normally each County issues certificates or decrees (known as **vital records**) acknowledging births or deaths that are recorded within the county. However, most of those records, and the original copies of many, are transferred to the Oregon Department of Human Services.

**Disclaimer:** It is against state law for library staff members to engage in any conduct that might constitute the unauthorized practice of law (ORS 9.160 and 9.21.) They may not interpret statutes, cases, or regulations, perform legal research, recommend or assist in the preparation of forms, or advise patrons regarding their legal rights. They may, however, assist patrons in locating materials or links that would aid individual research.

### *SUGGESTED RESOURCES:*

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#### OREGON DHS

##### 1. **FAQs ON ORDERING COPIES OF BIRTH CERTIFICATES FROM DHS**

(Copies can be ordered over the internet, but you must be “eligible” to order):

a. **FAQ page:**

<http://public.health.oregon.gov/BirthDeathCertificates/GetVitalRecords/Pages/faqs.aspx>

b. **Ordering Online:** <http://www.vitalchek.com/oregon-express-vital-records.aspx>

You may order a birth, death, marriage or divorce record directly on Vital Chek's web page at [www.VitalChek.com](http://www.VitalChek.com). You may enter information directly, or create a fax order form to send to (503) 234-8417. In either case, the order must include complete record information and be billed to a credit card. The non-refundable fee for one copy is \$32.50 and includes a \$12.50 quick processing fee.

c. **Mail Order form for birth record:**

<http://public.health.oregon.gov/BirthDeathCertificates/GetVitalRecords/Documents/birthorder.pdf>

##### 2. **AMENDING OR CHANGING A BIRTH CERTIFICATE**

Information on how to amend or change a birth certificate, for example if there is an error, or if a name has changed:

<http://public.health.oregon.gov/BirthDeathCertificates/ChangeVitalRecords/Pages/LegalAmendVR.aspx>

##### 3. **OBTAINING PRE-ADOPTION BIRTH RECORDS**

(Must be ordered by adoptee or legal representative):

## 2 - Birth Certificate Guide

<http://public.health.oregon.gov/BirthDeathCertificates/GetVitalRecords/Pages/preadopt.aspx>

### 4. INFORMATION ON ORDERING OTHER VITAL RECORDS

<http://oregon.gov/DHS/ph/chs/order/faqs.shtml#orderhow>

For certified copies of marriage licenses, death certificates, etc.

### 5. INFORMATION ON ESTABLISHING PATERNITY

<http://public.health.oregon.gov/BirthDeathCertificates/ChangeVitalRecords/Pages/paternityfaqs.aspx>

## INFORMATION FROM LANE COUNTY

### 1. HEALTH & HUMAN SERVICES VITAL RECORDS

<http://www.co.lane.or.us/Departments/HHS/PubHlth/Pages/default.aspx>

(scroll down to Vital Records)

Beginning April 1, 2008, birth certificate requests can only be processed by Lane County Vital Records within six months of the birth.

## OBTAINING BIRTH CERTIFICATES FROM ANOTHER STATE

### 1. INFORMATION FROM OREGON DHS

<http://www.vitalchek.com/express-birth-certificates.aspx>

Links to other state and county Vital Record Websites, for online orders

### 2. INFORMATION FROM THE CENTER FOR HEALTH STATISTICS (NATIONAL)

CDC maintains a website which summarizes the requirements for obtaining vital records from all 50 states. Information on Oregon's requirements can be found at:

<http://www.cdc.gov/nchs/w2w/oregon.htm>

Information about where to write for Vital Records information from individual states and territories can be found at:

<http://www.cdc.gov/nchs/w2w.htm>

## OTHER PRINT ITEMS:

The library may have written resources related to birth certificates or vital records, but it will likely be limited, in any case, the catalog may be accessed through the following link:

<http://www.libraryworld.net/cgi-bin/opac.pl?command=signin&libraryname=lanecountylib&guest=allow>

**125 E 8th Ave, Eugene, OR 97401**

Staffed Monday—Thursday; 8—12 and 1—5  
Phone - (541) 682-4337

Staff – Neil Miller  
Email – [neil.miller@co.lane.or.us](mailto:neil.miller@co.lane.or.us)