

### **Birth Certificate**

Birth certificates have a number of important functions. You may need them when applying for a Social Security card or passport, to get a new driver's license, to enroll in school, or to be eligible for other services.

The Licking County Health Department can issue birth certificates for individuals born anywhere in Ohio after 1908. This eliminates the need to visit the county of birth to obtain a certificate. There is no additional charge for this expanded service. Certified birth and death records are \$25.00, which includes \$13.50 in state fees. Certified copies are required for most official uses of vital records. They carry the seal of the registrar and are on special security paper. To request a birth or death certificate you can visit the LCHD office at 675 Price Road, Newark, OH 43055, fill out a request form and mail it in with payment, or call (740) 349-6535 to order over the phone.

You can obtain the form on-line. Go to <http://www.lickingcohealth.org/admin.html>

### **Affidavit of Adopted Person**

The Licking County Health Department staff can assist adoptees in completing the [Affidavit of Adopted Person](#) form for the Ohio Department of Health. The adopted person will have to have a valid photo ID to execute the affidavit. Once the affidavit is completed, the adopted person will need to mail it with applicable fees to:

Vital Statistics  
PO Box 15098  
Columbus, OH 43215-0098

If you have further questions please visit the [Ohio Department of Health's website](#), or contact the Ohio Department of Health, Office of Vital Statistics by calling (614) 466-2531, Monday - Friday, 8 a.m. - 5 p.m.

**If you need help with the cost of obtaining your birth certificate, contact 2-1-1. St. Vincent DePaul Society (740-349-0989) or Licking County Coalition of Care (740-670-9700) may help.**

