

PAYMENT – NO ORDER WILL BE PROCESSED WITHOUT PROPER FEE SUBMITTED WITH A SIGNED APPLICATION & PHOTO IDENTIFICATION.

PAYMENT MUST BE MADE IN US FUNDS BY CASH OR BY CHECK/MONEY ORDER MADE PAYABLE TO THE “PRESQUE ISLE COUNTY CLERK”

APPLYING IN PERSON

If you were born in Presque Isle County and you wish to apply in person to order a birth record you may do so at the office of the Presque Isle County Clerk located at 151 East Huron Ave., Rogers City, MI. Office Hours are from 8:30 am – 4:30 pm.

APPLYING BY MAIL

If you were born in Presque Isle County and you wish to apply by mail to order a birth record, please allow at least seven days from the time you mail your application until it is received by this office.

Upon receipt of your application, we will process your request and mail it to the eligible requesting person within two days.

Mail applications may be sent to:

Presque Isle County Clerk
151 E. Huron Ave.
P.O. Box 110
Rogers City, MI 49779

For additional information:
(989) 734-3288

PHOTO ID REQUIREMENT FOR APPLYING IN PERSON OR BY MAIL FOR A MICHIGAN BIRTH RECORD (PRESQUE ISLE COUNTY)

Under Michigan law, birth records are restricted documents, and a current valid, photo identification is required in order to establish eligibility to request and/or receive one (except for a birth record that is at least 100 years old). To protect you and the community from identity theft, we require a copy of the applicant's photo identification to be presented along with the application.

Individuals under the age of 15 are unable to request a copy of their own birth record.

At least one of the following photo ID's:

- * Michigan Driver's License – Unexpired, or expired for not more than one year
- * State of Michigan Identification Card – Unexpired, or expired for not more than one year.
- * Driver's License or official Identification Card issued by another state in the U.S., jurisdiction or territory – Unexpired, or expired for not more than one year.
- * Unexpired U.S. or foreign passport.
- * U.S. Military Identification, Military Dependent Identification or Veteran's Identification.

Or, if you do not have one of the above, at least one of the following photo ID's, with stated supporting documents:

- * Employment identification with photo, accompanied with a pay stub or W-2 form.
- * School, University or College Identification with photo, accompanied with a report card or other proof of current school enrollment.
- * Michigan Driver's License expired for more than one year, accompanied by a motor vehicle registration of title, a bridge card, MI-Health card, inmate probation or discharge documents, a veteran's DD-214, or an original copy of an Affidavit of Parentage.
- * Department of Corrections Identification Card, accompanied by probation or discharge papers.
- * If an inmate currently incarcerated, a Department of Corrections Identification card, accompanied by a verification of incarceration by the facility on their letterhead.

If you are unable to provide any of the above-mentioned forms of identification, please contact the office of the Presque Isle County Clerk at 989/734-3288.

**BIRTH RECORD
FOR PERSONS BORN IN PRESQUE ISLE COUNTY - MICHIGAN
APPLICATION FOR CERTIFIED COPY**

APPLICANT (PERSON REQUESTING RECORD) PLEASE PRINT CLEARLY & LEGIBLY

Applicant's Name: _____ Driver's License or State ID #: _____

Address: _____ City/State: _____ Zip: _____

Daytime Phone Required: (_____) Other Phone: (_____)

To protect you from identity theft, we require **PHOTO IDENTIFICATION** to be presented along with this application, see back for details.

REQUESTED BIRTH RECORD INFORMATION

If you CANNOT provide all of the following information, we may not be able to locate the record.

Name at Birth: First _____ Middle _____ Last _____ Gender: Male Female Date of Birth (mm/dd/yy) _____

Place of Birth: Hospital _____ City _____ County _____

Mother's Name Before 1st Married: First _____ Middle _____ Last _____ Father's Name: First _____ Middle _____ Last _____

Please provide any additional information that would help us locate the record, such as other names that the child or mother have used.

Please indicate purpose for requesting record: _____

ARE YOU ELIGIBLE TO REQUEST & RECEIVE THIS BIRTH RECORD? CHECK THE BOX THAT APPLIES TO YOU

ELIGIBILITY: Select the category that qualifies you to request & receive the requested birth record.

- Born in Presque Isle County (must be checked to qualify)
- Person named on the record *
- Parent named on record *
- Birth record is at least 100 years old (No photo ID required)
- Court of competent jurisdiction (Court Order required)
- Legal Guardian of the person named on the record (Copy of Court documented guardianship papers required)
- Legal licensed representative of the person named on the record (Official letter required; provide your state license number & name the person represented)
- Heir of the deceased person named on birth record. Provide information below:
 Specify your relationship to decedent _____
 State where death occurred _____
 Date of Death (Year) _____
 Decedent's name at time of death _____

* If the applicant's name is different than the name as it appears on the requested birth record, provide information required below:
 Different due to marriage, indicated date of marriage: _____ and place of marriage (state): _____ of
 different for another reason, please explain: _____

STATEMENT OF ENTITLEMENT: Misstating an identity or assuming the identity of another person is subject to criminal penalties, e.g., Michigan Compiled Laws 333.2894(b) & 333.2898 & federal laws relating to falsification in obtaining a birth record. By signing this application, I state that I am eligible to receive this birth record as indicated in the Eligibility Section of this application.

APPLICANT'S SIGNATURE: (Sign here) _____
Must be signed, photo identification provided and fee paid in order to process request

BIRTH RECORD REQUEST FEES		
One Certified Copy	\$10.00	\$
() Additional Certified Copies (Each)	\$3.00	\$
Total Paid	\$	

SENIOR CITIZEN BIRTH RECORD REQUEST FEES AGE 65+ REQUESTING YOUR BIRTH RECORD		
One Certified Copy	\$8.00	\$
() Additional Certified Copies (Each)	\$3.00	\$
Total Paid	\$	