

Ventura County Public Health
Office of Vital Records 2240 E. Gonzales Road, Suite 150 Oxnard, Ca. 93036
(805) 981-5172

Application for Certified Copy of Certificate of Still Birth

PLEASE READ THE INFORMATION AND INSTRUCTIONS AT THE BOTTOM OF THIS FORM BEFORE COMPLETING THIS APPLICATION

APPLICANT INFORMATION (PERSON REQUESTING RECORD)			
Applicant's Name: _____			
Address: _____			
City: _____	State: _____	Zip: _____	Phone: () _____
Relationship to stillborn:			
<input type="checkbox"/> Parent named on certificate		<input type="checkbox"/> Funeral Director requesting for parent named on certificate	
Number of copies requested: _____ \$14.00 per certified copy (payable to Vital Records)			

INFORMATION NEEDED TO LOCATE RECORD	
Name on fetal death record: (First, Middle, Last) _____	
Date of Delivery: _____	Place of Delivery: _____
Mother's name: (First, Middle, Maiden last name) _____	
Father's name: (First, Middle, Last) _____	

Signature of applicant: _____	Date: _____
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For Vital Records Office use only	
Amount received: _____	
<input type="checkbox"/> Check	<input type="checkbox"/> Money order
<input type="checkbox"/> Cash	<input type="checkbox"/> Credit card (In office only)

Certificate number: _____
Receipt number: _____
Date issued: _____
Issued by: _____
<input type="checkbox"/> Mailed <input type="checkbox"/> Pick up <input type="checkbox"/> Pre-paid

INFORMATION: The Vital Records Office retains fetal death records from 2008 to the **current year only**. Since the information for the Certificate of Still Birth is extracted from the fetal death certificate, Certificates of Still Birth for events occurring in Ventura County for all other years must be obtained from the California Department of Public Health, Office of Vital Records in Sacramento.

INSTRUCTIONS: Pursuant to Health and Safety Code 103040 only the mother or father named on the fetal death certificate may purchase a Certificate of Still Birth.

If you are requesting a **Certified Copy of a Certificate of Still Birth**, please complete all information in the top 2 sections of the application form. Please remember to sign the form.

Submit \$14 for each certified copy requested. If no record of the fetal death is found, the \$14 fee will be retained for searching as required by statute and a Certificate of No Public Record will be issued. If you are mailing your request, indicate the number of certified copies you want to purchase and include a self-addressed, stamped envelope and the correct fee and with this application, in the form of a personal check, postal or bank money order made payable to Ventura County Vital Records. Please note: Mail orders paid by personal check are held for 14 working days. Mail this application with the fee and SASE to Ventura County Vital Records, 2240 E. Gonzales Road, Suite 150, Oxnard, Ca. 93036.