



**Lori Gummow**  
Winnebago County Clerk  
Birth Certificate Request

Please **PRINT** information

\$17 for the 1st copy; \$5 for each additional copy      Number of copies \_\_\_\_\_

Birth Name: First                      Middle                      (Maiden) Last

Date of Birth                      Hospital / Birth Center

Name of Mother: First              Middle Initial              (Maiden) Last

Name of Father: First              Middle Initial              Last

*Under Illinois law (410 ILCS 535/25) a certified copy of a birth record is only available to persons with a "direct and tangible interest" in the record, such as one's self, parent, guardian or legal representative. Anyone who willfully and knowingly uses or attempt to use any certificate and/or certificate for the purposes of deception is guilty of a Class 4 felony (410 ILCS 535/27 (c), (f)), punishable up to three years in prison.*

**INDIVIDUAL REQUESTING COPIES**

Your Name

Your Signature

Address

City, State, Zip

Phone

Relationship to Person on Certificate  
(Myself, Mother, Father, Legal Guardian)

Office Use:

Deputy: \_\_\_\_\_

Payment Method: \_\_\_\_\_

ID: \_\_\_\_\_

Amount: \_\_\_\_\_

**Birth Certificates can be obtained from the Winnebago County Clerk's Office if:** Birth occurred in Winnebago County, Illinois

**Who can receive a Birth Certificate?**

- The individual named, if 18 years of age or older;
- A parent, if the parent's name appears on the Birth Certificate as the mother or father;
- A Legal Guardian, with the Court Order stating said guardianship;
- The person's legal representative;
- A department of the State or Federal Government; or
- Any person upon order of a court.

**What ID is required to receive a Birth Certificate?**

*One of the following:*

State ID/Driver's License

Passport

Military ID

Naturalization Certification

Original Court Order

*or Two of the following:*

Current Voter Registration Card

Bank Statement (within 90 days)

Vehicle Registration Card

School/Employer ID Card

Paycheck Stub

W-2

Utility Bill (within 60 days)

**How can a person get a Birth Certificate?**

- In person, at the Winnebago County Clerk's Office, 404 Elm Street, Rockford, IL, 61101. Monday—Friday, 8 a.m.—5 p.m.
- By Mail: Complete the form, include a copy of acceptable ID (see above), and make payment by check or Money Order payable to "Winnebago County Clerk." Must be exact amount; no refunds issued.
- Online: visit [www.officialrecordsonline.com](http://www.officialrecordsonline.com)