

## How to Obtain a Certificate of Record for a Divorce



### AVAILABILITY OF RECORDS

California Department of Public Health – Vital Records (CDPH-VR) maintains divorce records for only:

- **1962 through June 1984**

CDPH-VR cannot provide a Certificate of Record if the divorce you are seeking falls outside the range of these years.

These records consist only of the face sheet of the divorce action – not the actual divorce decree. CDPH-VR is only able to provide you with a Certificate of Record, which includes the names of the parties, filing date, county, and case number of the divorce. Copies of the actual divorce decree can only be obtained from Superior Court in the county where the divorce took place.

CDPH-VR encourages you to request copies of your divorce record from the Superior Court where the divorce was filed. You can access the following website for Superior Court contact information:

[www.courts.ca.gov](http://www.courts.ca.gov)

### WHAT TO SUBMIT FOR A COPY OF A DIVORCE

- Completed “Application for Certificate of Record for a Divorce” (VS 113-B).
- \$16 fee per copy requested (check or money order in US dollars, made payable to CDPH-Vital Records) **NO CASH.**

### APPLICANT NOTIFICATION

Once your request has been received and evaluated:

- If your request is not accepted (e.g., due to insufficient fees, insufficient information, etc.), the request will be returned with a letter explaining what needs to be corrected; or,
- If your request is accepted, CDPH-VR will process the application and mail out a copy of the record(s) you requested.

### PROCESSING TIMES

To check current processing times for copies of divorce records, visit the CDPH-VR Website (<https://www.cdph.ca.gov/Programs/CHSI/Pages/Vital-Records-Processing-Times.aspx>).

Mail all applications and written inquiries to the below. If you have any questions, please contact the CDPH-VR Customer Service Unit, Monday through Friday, 8AM – 4PM.

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California Department of Public Health | Vital Records – MS 5103  
P.O. Box 997410 | Sacramento CA, 95899-7410  
(916) 445-2684 | [CHSVitalRecords@cdph.ca.gov](mailto:CHSVitalRecords@cdph.ca.gov)  
CA Relay: 711/1-800-735-2929

**APPLICATION FOR CERTIFICATE OF RECORD FOR A DIVORCE****\$16.00**

PLEASE READ THE INSTRUCTIONS BEFORE COMPLETING THE APPLICATION.

**INFORMATION:**

The California Department of Public Health – Vital Records (CDPH-VR) maintains divorce records only from 1962 to June 1984. For these years, CDPH-VR is only able to provide a Certificate of Record, which identifies the names of the parties, filing date, county, and case number of the divorce. To obtain copies of the actual divorce decree, contact the Superior Court in the county where the divorce took place. Processing time for divorce records may exceed six months.

**INSTRUCTIONS:**

1. Complete a separate application for each divorce record requested.
2. Complete Part 1 and Part 2. In Part 1, provide as much information as possible to help identify the record.
3. Submit \$16.00 in the form of a check or money order, made payable to “CDPH-Vital Records” in US dollars.

**DO NOT SEND CASH.**

4. Mail completed applications with the fee(s) to the address below.

California Department of Public Health | Vital Records MS 5103

P.O. Box 997410 | Sacramento, CA 95899-7410

(916) 445-2684 | [CHSIVitalRecords@cdph.ca.gov](mailto:CHSIVitalRecords@cdph.ca.gov)**Part 1 - Divorce Record Information:** Complete the information below as shown on the divorce record.

Name of 1st Person - FIRST Name	MIDDLE Name	Current LAST Name	LAST Name at Birth
Name of 2nd Person - FIRST Name	MIDDLE Name	Current LAST Name	LAST Name at Birth
Date of Divorce - MM/DD/YYYY (or approximate date)		County of Divorce (must be in California)	

**Part 2 - Applicant Information:** Please PRINT all information legibly.

Applicant Name		Mailing Address: Number, Street, and Unit # (if applicable)	
Zip Code	City	State/Province	Country
Telephone (include area code)	Email Address	Reason for Request	

Agency Use (if applicable)

Agency Name	Case/ID Number	Contract Number
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**Application Checklist:**

<input type="checkbox"/>	Check/Money Order Enclosed (No Cash)
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You may view current processing times on the CDPH-VR website ([www.cdph.ca.gov](http://www.cdph.ca.gov)).**DIVORCE**

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