

Birth Amendments Overview

- All submissions require a [\(VS 20\) notarized sworn statement](#) unless noted.
- If documents are not written in English, must include a certified English translation.
- Fees are dependent on when the request is submitted, please refer to [Vital Records Fees](#) to determine the fee amount.

To make this correction:	Read the informational pamphlet and use the corresponding form:	And provide the following supporting documents: <i>*Supporting documents are OPTIONAL, unless stated otherwise.</i>
Add, change, or remove a parent	Form: VS 21 – Amendment of Parentage	<ul style="list-style-type: none"> ➤ If the parents are married or in a State Registered Domestic Partnership (SRDP): <ul style="list-style-type: none"> ○ Photocopy of the marriage certificate (MC) OR SRDP Declaration certificate ➤ If the parents are not married: <ul style="list-style-type: none"> ○ Certified copy of the Voluntary Declaration of Parentage (VDOP) form, filed with DCSS. ➤ A certified copy of the <u>court order is required</u> for the following situations: <ul style="list-style-type: none"> ○ Removing or replacing a listed parent. ○ Parent(s) unavailable/unwilling to sign documentation. ○ The Birth parent is married to another person. ○ You do not qualify to use the MC, SRDP, or VDOP options above.
Change the child's name	Form: VS 23 Birth – Application to Amend a Birth Record After a Court Order Name Change	<ul style="list-style-type: none"> ➤ A certified copy of the <u>name change order is required</u>.

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Add a child's first, middle and/or last name to blank fields	Form: VS 24B – Application to Amend a Birth Record	➤ A photocopy of any supporting document reflecting the name you are attempting to add.
Correct spelling errors on child's name		➤ A photocopy of child's social security card (number can be blacked out), government-issued identification card, or passport showing correct spelling of the name.
Correct a <i>hospital or local registrar error</i> in the following fields: <ul style="list-style-type: none"> ○ child's sex ○ date, time, or place of birth 		➤ Form must state "To correct hospital error" or "To correct local registrar error" in the reason for correction AND at least one signature must be from one of the following: <ul style="list-style-type: none"> ○ Physician/Attendant at birth ○ Hospital Administrator (if <i>the physician or attendant is unavailable</i>) ○ Local Registrar representative
Change sex field to reflect child's gender identity		➤ Without a court order, a person who is 18 years or older may self-attest to reflect their own gender identity: <ul style="list-style-type: none"> ○ The reason field must state "To match the sex specified on my birth certificate to reflect my gender identity and not for any fraudulent purpose." ○ The registrant must sign the application. <ul style="list-style-type: none"> ▪ No additional signatures are required. ➤ If the registrant is under 18 years old, at least one parent or guardian is required to sign the application.

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<p>Correct spelling errors on parent's name</p> <p style="text-align: center;">OR</p> <p>Correct parent's place or date of birth</p>		<p>➤ A photocopy of the parent's birth certificate</p>
<p>Add parent's new name after a court ordered name change</p>		<p>➤ A certified copy of the parent's name change order is required.</p> <p style="text-align: center;">OR</p> <p>➤ A photocopy of the parent's Naturalization Certificate for Name Change, from the Department of Homeland Security, is required.</p>
<p>Change parent designation to reflect gender identity on their child's birth certificate</p>	<p>Form: VS 24B – Application to Amend a Birth Record</p>	<p>➤ At least one of the following:</p> <ul style="list-style-type: none"> ○ A certified copy of the court-ordered change of gender, including a certified English translation, if applicable. ○ The parent's new birth certificate reflecting a change of gender and sex identifier. ○ A government-issued identity document reflecting the parent's change of gender and sex identifier. ○ An affidavit attesting under penalty of perjury that the request for a change of the designation of the petitioner as mother, father, or parent is to conform to the person's gender identity and is not made for a fraudulent purpose. <p>If child is over 18 years old, must include:</p> <p>➤ A notarized letter from the adult child stipulating to the change to the adult child's birth certificate, "<i>I, (adult child's full name), stipulate to an issuance of a new birth certificate for me that reflects my parent's legal gender and name.</i>"</p>

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Report an adoption	Web-Form: VS 44 – Court Report of Adoption	➤ A complete VS 44 application package with the Court Clerk's signature is required. <ul style="list-style-type: none"> ○ Decree of adoption is optional. For more information: The Adoption Process