

# How to Obtain Certified Copies of Still Birth and Fetal Death Records



## GENERAL INFORMATION

- Information contained in vital records is released only via requests for certified copies.
- Certified copies of still birth are available for release to the mother/parent or father/parent only.
- Certified copies of fetal death are available for release to anyone who can provide sufficient information to identify a specific record.

## AVAILABILITY OF RECORDS

You may request a copy of a still birth or fetal death record from either the county of the event or from the California Department of Public Health – Vital Records (CDPH-VR). CDPH-VR issues vital records for all of California where as counties can only issue records for events that occurred in that county.

If CDPH-VR cannot locate the record based on the information you provide, the law authorizes CDPH-VR to retain the fee for the search, and CDPH-VR will issue a Certificate of No Public Record (CNPR).

## WHAT TO SUBMIT FOR A CERTIFIED COPY

### STILL BIRTH:

- Completed “Application for Certified Copy of Still Birth” (VS 13-E).
- \$24 fee per copy requested (check or money order in US dollars, made payable to CDPH-Vital Records) **NO CASH.**

### FETAL DEATH:

- Completed “Application for Certified Copy of Fetal Death” (VS 12).
- \$18 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.

<b>PROCESSING TIMES</b>
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To check current processing times for certified copies of still birth and fetal death records, visit the following link:

<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 CERTIFIED COPY OF FETAL DEATH RECORD

### \$18.00 PER COPY

PLEASE READ THE INSTRUCTIONS BEFORE COMPLETING THE APPLICATION.

**INSTRUCTIONS:**

1. Complete a separate application for each fetal death 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 \$18.00 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 - Fetal Death Record Information:** *Complete the information below as shown on the fetal death record.*

FIRST Name		MIDDLE Name		LAST Name	
Date of Fetal Death - MM/DD/YYYY (or approximate date)			City of Fetal Death		County of Fetal Death
Parent FIRST Name	Parent LAST Name at Birth		Parent FIRST Name	Parent LAST Name at Birth	

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

Agency Name (if applicable)			Case/ID Number		
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	

**Application Checklist:**

<input type="checkbox"/>	Check/Money Order Enclosed <b>(No Cash)</b>	Number of Copies _____
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You may view current processing times at [www.cdph.ca.gov](http://www.cdph.ca.gov)



## APPLICATION FOR CERTIFIED COPY OF STILL BIRTH RECORD

### \$24.00 PER COPY

PLEASE READ THE INSTRUCTIONS BEFORE COMPLETING THE APPLICATION.

#### INFORMATION:

Still birth certificates are prepared from information contained on registered fetal death certificates. As of January 1, 2008, ONLY a parent (mother and/or father) can obtain a Certificate of Still Birth.

#### INSTRUCTIONS:

1. Complete a separate application for each still birth 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 \$24.00 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 | [CHSVitalRecords@cdph.ca.gov](mailto:CHSVitalRecords@cdph.ca.gov)

#### Part 1 - Still Birth Record Information: Complete the information below as shown on the still birth record.

FIRST Name		MIDDLE Name		LAST Name	
Date of Still Birth - MM/DD/YYYY (or approximate date)			City of Still Birth		County of Still Birth
Parent FIRST Name	Parent LAST Name at Birth		Parent FIRST Name	Parent LAST Name at Birth	

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

Agency Name (if applicable)	Case/ID Number
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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	

#### Application Checklist:

<input type="checkbox"/>	Check/Money Order Enclosed <b>(No Cash)</b>	Number of Copies	_____
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You may view current processing times at [www.cdph.ca.gov](http://www.cdph.ca.gov)



## CALIFORNIA COUNTY RECORDERS

Alameda .....1106 Madison Street, First Floor, Oakland, CA 94607, (510) 272-6362  
Alpine .....99 Water Street. P.O. Box 155, Markleeville, CA 96120, (530) 694-2283  
Amador .....810 Court Street, Jackson, CA 95642, (209) 223-6468  
Butte.....155 Nelson Avenue, Oroville, CA 95965, (530) 538-7691  
Calaveras.....891 Mountain Ranch Road, San Andreas, CA 95249, (209) 754-6372  
Colusa.....546 Jay Street, Suite 200, Colusa, CA 95932, (530) 458-0500  
Contra Costa.....555 Escobar Street, or P.O. Box 350, Martinez, CA 94553, (925) 335-7910  
Del Norte.....981 H Street, Suite 160, Crescent City, CA 95531, (707) 464-7216  
El Dorado.....360 Fair Lane, Placerville, CA 95667, (530) 621-5490  
Fresno.....2281 Tulare Street, Room 302, or P.O. Box 766, Fresno, CA 93712,  
(559) 600-3476  
Glenn.....516 West Sycamore Street, Willows, CA 95988, (530) 934-6412  
Humboldt .....Courthouse, 825 Fifth Street, Fifth Floor, Eureka, CA 95501, (707) 445-7382  
Imperial .....Courthouse, 940 West Main Street, Suite 202, El Centro, CA 92243-2865,  
(442) 265-1076  
Inyo .....168 North Edwards Street, or P.O. Drawer F, Independence, CA 93526,  
(760) 878-0222  
Kern.....1655 Chester Avenue, Bakersfield, CA 93301, (661) 868-6400  
Kings.....Government Center, 1400 West Lacey Boulevard, Hanford, CA 93230,  
(559) 582-3211, ext. 2470  
Lake .....Courthouse, 255 North Forbes Street, Lakeport, CA 95453, (707) 263-2293  
Lassen.....220 South Lassen Street, Suite 5, Susanville, CA 96130, (530) 251-8234  
Los Angeles .....12400 Imperial Highway, Norwalk, CA 90650, (800) 201-8999 or (562) 462-2137  
Madera.....200 West Fourth Street, Madera, CA 93637, (559) 675-7724  
Marin.....3501 Civic Center Drive, Suite 232, San Rafael, CA 94903, (415) 473-6094  
Mariposa .....Hall of Records Building, 4982 Tenth Street, or P.O. Box 35, Mariposa, CA 95338  
(209) 966-5719  
Mendocino .....501 Low Gap Road, Room 1020, Ukiah, CA 95482, (707) 234-6822  
Merced.....2222 M Street, Merced, CA 95340, (209) 385-7627  
Modoc.....204 South Court Street, Room 106, Alturas, CA 96101, (530) 233-6205  
Mono.....74 School Street, Annex 1, or P.O. Box 237, Bridgeport, CA 93517, (760) 932-5530  
Monterey .....168 West Alisal Street, First Floor, or P.O. Box 29, Salinas, CA 93902,  
(831) 755-5041  
Napa .....900 Coombs Street, Room 116, or P.O. Box 298, Napa, CA 94559,  
(707) 253-4105  
Nevada .....950 Maidu Avenue, Suite 210, Nevada City, CA 95959, (530) 265-1221  
Orange.....601 North Ross Street, Santa Ana, CA 92701, (714) 834-2500  
Placer.....2954 Richardson Drive, Auburn, CA 95603, (530) 886-5600

\* Public Marriages

\*\* Birth and Death Certificates

Plumas.....520 Main Street, Room 102, Quincy, CA 95971, (530) 283-6218 or  
(530) 283-6256

Riverside.....2724 Gateway Drive, or P.O. Box 751, Riverside, CA 92507, (951) 955-6200

Sacramento.....600 Eighth Street, or P.O. Box 839, Sacramento, CA 95812-0839, (916) 874-6334

San Benito.....County Courthouse, 440 Fifth Street, Room 206, Hollister, CA 95023,  
(831) 636-4046

San Bernardino.....222 West Hospitality Lane, First Floor, San Bernardino, CA 92415, (855) 732-2575

San Diego .....1600 Pacific Highway, Suite 260, or P.O. Box 121750, San Diego, CA 92112-1750,  
(619) 237-0502

San Francisco.....1 Dr. Carlton B. Goodlett Place, City Hall, Room 190, San Francisco, CA 94102,  
(415) 554-5596\*

San Francisco Health Dept. ....101 Grove Street, Room 105, San Francisco, CA 94102, (415) 554-2700\*\*

San Joaquin .....44 North San Joaquin Street, Suite 260, or P.O. Box 1968, Stockton, CA 95202  
(209) 468-3939

San Luis Obispo .....1055 Monterey Street, Room D120, San Luis Obispo, CA 93408, (805) 781-5080

San Mateo .....555 County Center Drive, 1st Floor, Redwood City, CA 94063, (650) 363-4500

Santa Barbara.....1100 Anacapa Street, or P.O. Box 159, Santa Barbara, CA 93102,  
(805) 568-2250

Santa Clara .....70 West Hedding Street, East Wing, 1st Floor, San Jose, CA 95110,  
(408) 299-5688

Santa Cruz .....701 Ocean Street, Room 230, Santa Cruz, CA 95060, (831) 454-2800

Shasta.....1450 Court Street, Suite 208, Redding, CA 96001, (530) 225-5678

Sierra.....100 Courthouse Square, Room 11, or P.O. Drawer D, Downieville, CA 95936,  
(530) 289-3295

Siskiyou .....311 Fourth Street, Room 107, Yreka, CA 96098, (530) 842-8065

Solano.....675 Texas Street, Suite 2700, Fairfield, CA 94533, (707) 784-6294

Sonoma .....585 Fiscal Drive, Room 103-F, Santa Rosa, CA 95403, (707) 565-3800

Stanislaus .....1021 I Street, Suite 101, or P.O. Box 1670, Modesto, CA 95353,  
(209) 525-5250 or (209) 525-5260

Sutter.....433 Second Street, Yuba City, CA 95991, (530) 822-7134

Tehama .....Courthouse, 633 Washington Street, Room 11, or  
P.O. Box 250, Red Bluff, CA 96080, (530) 527-3350

Trinity .....11 Court Street, or P.O. Box 1215, Weaverville, CA 96093, (530) 623-1215

Tulare .....County Civic Center, 221 South Mooney Boulevard, Room 103, Visalia, CA 93291  
(559) 636-5050

Tuolumne .....2 South Green Street, 3<sup>rd</sup> Floor, Sonora, CA 95370, (209) 533-5531

Ventura .....Hall of Administration, Main Plaza, 800 S. Victoria Avenue, Ventura, CA 93009  
(805) 654-3665

Yolo .....625 Court Street, Room B0l, or P.O. Box 1130, Woodland, CA 95776,  
(530) 666-8130

Yuba .....915 Eighth Street, Suite 107, Marysville, CA 95901, (530) 749-7850

\* Public Marriages

\*\* Birth and Death Certificates