

BIRTH RECORD REQUEST FORM

To obtain a certified copy of a birth record from the McHenry County Clerk's Office, please read the following: Certified copies of birth records cost **\$12 for the first copy** and \$4 for each additional copy of the same record done at the same time.

Two ways to obtain a birth record:



Mail your request to:
McHenry County Clerk
2200 N. Seminary Avenue
Woodstock, IL 60098

Fill out the form and include:

- A check or money order payable to the McHenry County Clerk
- A photocopy of your photo identification (e.g. driver's license, or State issued identification, etc.)
- A self-addressed stamped envelope



Visit us in person and pay with cash, check or charge:
667 Ware Road
Suite 107
Woodstock, IL 60098

Call (815) 334-4242 for information.

McHenry County Clerk

BIRTH RECORD REQUEST FORM

Number of Copies Requested: _____

Name at birth _____
First Middle Last

Date of birth _____
Month / Day / Year

Place of birth _____
City or Village (in McHenry County)

Name of Mother _____
First Last (maiden)

Name of Father _____
First Last

Under Illinois law [410 ILCS 535/25 (4) (b)] 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 attempts to use any certificate and/or certification 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.

Your Name _____
First Last (maiden)

Signature _____

Mailing Address _____
Number Street Unit Number

City State Zip Code

Relationship to Child Telephone number

*if requesting the document by mail, please include:

- 1) a check or money order;
- 2) a photocopy of your photo identification;
- 3) a self-addressed stamped envelope



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2200 N. Seminary Avenue
Woodstock, Illinois 60098
(815) 334-4242 / countyclerk@mchenrycountyil.gov
www.mchenrycountyil.gov