



Please Print Clearly

Town of Richmond, Town Clerk's Department, 5 Richmond Townhouse Rd., Wyoming, RI 02898

Application for a Certified Copy of a Birth Record

Please complete ALL items 1-5 below:

1. Fill in the information below for the person whose birth record you are requesting:

Full name at birth _____ Age now _____

New name if changed in court (**excluding marriage**) _____

Date of birth _____ City/town of birth _____ Hospital _____

Mother/Parent's full birth name _____

Father/Parent's full birth name _____

2. I am applying for the birth record of (complete one of the following):

myself my mother/father/parent my child

my grandchild (parent of mother) my grandchild (parent of father) my brother or sister

my client. I'm an attorney representing: _____

The name of the law firm is: _____

another person (please specify): _____

3. Why do you need this record? (We ask this question so that we can supply you with a certified copy that will be suitable for your needs.)

school license veteran's benefits Social Security Administration

passport foreign gov't work WIC welfare

other use (please specify): _____

4. **Walk-In Copies cost \$22.00. Mail-In Copies cost \$25.00.**

Any additional copies of this record purchased this same day cost \$18.00 each.

How many copies do you want? _____ (Check/Money Order Payable to: Town of Richmond)

5. I hereby state that the information supplied in item #2 above is true and that I am not in violation of Section 23-3-28 of the General Laws of Rhode Island (printed on the reverse side of this form).

Please sign _____
Signature of person completing this form date signed

Print your name _____ (_____) _____
phone #

Print your address _____
street or mailing address city/town state zip code

Type of Picture ID: _____ ID Number: _____ ID Issued by: _____

State/Local File # _____ Amt. rec'd _____ Rec't # _____ Date sent _____ Initials _____

Check
Cash
Change *****

Number of first copies Walk-In / Mail-In Birth Death Marriage Civil Union

Number of additional copies _____

Number of searches _____

Additional years searched _____

FOR STATE USE ONLY: Delayed Filing _____ Correction _____ P/L _____ A _____

Section 23-3-28 of the General Laws

I understand that Section 23-3-28 of the General Laws of Rhode Island provides penalties for either of the following violations:

Any person who willfully and knowingly makes any false statement in a report, record, certificate or application for an amendment thereof, or who willfully and knowingly supplies false information intending that such information be used in the preparation of any of the such report, record, or certificate, or amendment thereof . . . shall be punished (if convicted) by a fine of not more than one thousand dollars (\$1,000) or imprisoned not more than one (1) year or both.