

HOPEWELL BOROUGH
88 East Broad Street
Hopewell, NJ 08525
609-466-2636
609-466-8511 (fax)

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APPLICATION FOR A CERTIFIED COPY OF A VITAL RECORD

A **Certified Copy** of a vital record event is issued to those individuals who have a direct link to the individual(s) named on the vital record. **Identification Required.**

See Bottom of this form. SEND \$10.00 check or money order. Cash will be accepted for pickup orders only.

A Certified Copy will contain a raised Seal and can be used for legal or identification purposes.

PLEASE TYPE OR PRINT CLEARLY! ALL ITEMS ARE REQUIRED UNLESS NOTED OTHERWISE. * PROOF OF IDENTITY IS REQUIRED. Please mail check or money order payable to "Hopewell Borough" DO NOT MAIL CASH.

Person Requesting Document		Relationship to Person Named On Requested Record	Type of Identification Shown
Street Address			Photo Driver's License
City	State	Zip	Telephone Number
Signature of Applicant		Date of Application	Non Photo Driver's License & alternate form of ID
# of Copies			Photo ID & alter. form of ID with address
			2 alternate forms of ID
BIRTH CERTIFICATE	Name		
	Place of Birth (City, Town or Township) Hopewell Borough		County Mercer
	Exact Date of Birth	Place of Birth	
	Mother's Full Maiden Name		Father's Name (if recorded on the record)
	If Child's Name Was Changed, Indicate New Name and How It Was Changed		
MARRIAGE CIVIL UNION CERTIFICATE	Maiden Name of Wife/Civil Union Partner		
	Name of Husband/Civil Union Partner		Exact Date of Ceremony
	Place of Ceremony (City, Town or Township) Hopewell Borough		County Mercer

Acceptable Forms of Identification: Valid Photo Driver's License or Photo Non-Driver's License or Valid Driver's License without photo and alternate form of ID or 2 alternate forms of ID with current address. (See below) **Mail Requests send photocopy only, of ID.**

Alternate Forms of ID: Non Photo Drivers License, Vehicle Registration, Insurance Card, Voter Registration, Passport, Green Card, County ID, School ID, Utility Bill, Bank Statement or Tax Return.

If current name is different from birth name, you must show proof of change.

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 Office Use Only:

Date Received: _____ Check/Money Order Received _____
 Approved by Registrar _____ (name) _____ (signature)
 Application Denied _____ Reason Denied _____