

## Dear Customer,

Thank you for your request to correct the spelling of a name or other data listed on the certificate of live birth. Before the correction can be made, the enclosed Affidavit to Correct Information on a Certificate of Live Birth must be completed and signed before a Notary Public. If the person whose name to be corrected is 1 to 6 years of age, only the notarized affidavit signed by a parent must be submitted. If the person whose name to be corrected is 7 years of age or older, two documents from the list below and the completed affidavit must be submitted. If correcting other data on the birth certificate two documents are required and the completed affidavit must be submitted.

- \* Baptismal certificate
- \* Life insurance policy
- \* Pre-kindergarten or grade school records
- \* Social security card
- \* Voter's card
- \* Hospital admission record
- \* Physician's office record
- \* Clinic or immunization record
- \* Marriage certificate
- \* Child's birth certificate
- \* Birth certificate of a brother or sister who is older than the child whose birth certificate is being corrected

- \* Parent's marriage certificate
- \* Father's certificate of naturalization indicating change of name
- \* Mother's certificate of naturalization indicating change of name
- \* Father's birth certificate with English translation and/ or Passport (unexpired)
- \* Mother's birth certificate with English translation and/ or Passport (unexpired)

Photocopies of the documents are acceptable if they show all the required information. All documents submitted as evidence will be retained by the Division of Vital Records.

A fee of \$10.00 is required for any changes on a birth certificate if the person is over one year of age. You may return your original copy of the birth certificate to obtain a corrected copy at no additional cost, or purchase additional copies at \$10.00 per copy. Please complete and submit the birth application along with a check or money order made payable to the Division of Vital Records for the required fees, and a photographic copy of valid government issued identification, and send to:

Division of Vital Records New & Special Registration Unit 6764-B Reisterstown Road Baltimore, MD 21215-2304



## MARYLAND DIVISION OF VITAL RECORDS AFFIDAVIT TO CORRECT INFORMATION ON A CERTIFICATE OF LIVE BIRTH

| SECTION ONE:   | PLICANT INFORMATION    |             |                                  |
|--|------------------------|-------------|----------------------------------|
|  |                        |             |                                  |
|  | of                     |             | ddress                           |
| being duly sworn, deposes and says that he/she is the:  Person named on certificate                                    |                        |             |                                  |
| being daily sworn, deposes and says the  |                        |             | of person named on certificate   |
|  |                        | _           | n named on certificate           |
|  |                        |             |                                  |
| Person named on certificate of birth   |                        |             | ·                                |
|  |                        |             |                                  |
| who was born at Street address   | or name of facility    |             | ultimore City or Manyland County |
|  |                        |             |                                  |
| onchild of<br>Month/Day/Year Mother's full name prior to first marriage  |                        |             |                                  |
|  |                        |             |                                  |
| and, and whose birth certificate, State File Number  |                        |             |                                  |
| Father's full name   |                        |             |                                  |
| is on file in the Division of Vital Records of the Department of Health.   |                        |             |                                  |
| SECTION TWO: INFORMATION ON FULL GIVEN NAME  |                        |             |                                  |
| SCRATCH-OUTS OR WHITE-OUTS ON DOCUMENTS WILL NOT BE ACCEPTED   |                        |             |                                  |
| Affiants further state that the birth certificate noted above contains the following errors or omissions, and that the |                        |             |                                  |
| information listed below is correct and covers all errors on the original birth certificate:                           |                        |             |                                  |
| INCORDECT ITEM   | ITEM AC ADDEADS ON OD  | CINAL       | ITEMA AS IT SUOJUD ADDEAD        |
| INCORRECT ITEM   | ITEM AS APPEARS ON ORI | GINAL       | ITEM AS IT SHOULD APPEAR         |
|  | CERTIFICATE            |             |                                  |
|  |                        |             |                                  |
|  |                        |             |                                  |
|  |                        |             |                                  |
|  |                        |             |                                  |
| CECTION TURES.   | TARY BURLIC INCRAATION |             |                                  |
| SWORN AND SUBSCRIBED TO BEFORE ME THIS DAY OF , 20   |                        |             |                                  |
| SWORN AND SOBSCRIBED TO BET ORE I  | VIL THIS DAT OF        | , 20        | <del></del>                      |
| l  |                        |             | <del></del>                      |
| Notary Signature   |                        |             | eal                              |
| If affiant is under 18 years of age, the parent(s) must sign:  |                        |             |                                  |
|  |                        | (Mother)    |                                  |
|  |                        | (           |                                  |
|  |                        | (Father)    |                                  |
| Signature  |                        | (Affiant if | 18 years of age or older)        |

SUBSEQUENT CORRECTIONS OR ADDITIONS MAY REQUIRE A COURT ORDER. IF YOU HAVE A COPY OF THE BIRTH CERTIFICATE, PLEASE RETURN IT WITH THIS FORM. YOU WILL BE SENT A CORRECTED COPY.

A FEE OF \$10.00 IS REQUIRED FOR ANY CHANGES ON A BIRTH CERTIFICATE IF THE PERSON IS OVER ONE YEAR OF AGE.