

CURRENT FEES

\$34.00	Regular search
\$12.00	Rush fee
\$12.00	Each additional year requested to be searched
\$14.00	Person age 65+ requesting their own birth record
\$16.00	Additional copy of the same record ordered at the same time
\$50.00	Correct or change a registered birth or death record*
\$50.00	Create a record for a birth or death that was not registered*
\$25.00	Rush fee for change or correction

* Includes one certified copy that is printed on special security paper and contains a raised embossed seal.

Contact Information

To order a record online or to print an application to mail:

www.michigan.gov/vitalrecords

To request an application by phone
(517) 335-8656 Option #1

To receive information on hours or driving directions
(517) 335-8656 Option #2

To speak to a customer service representative about requesting a record:
(517) 335-8666 Option #4

To speak to a customer service representative about correcting a record
(517) 335-8660

To mail a request:
**Vital Records Request
P.O. Box 30721
Lansing, MI 48909**

To order a record in person:
**Capitol View Building
201 Townsend Street
Lansing, Michigan 48913**



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Michigan Birth Death Marriage & Divorce Records



The Michigan Vital Records Office has over 30 million records of vital events that occurred in Michigan. Records of birth, death and marriage date back to 1867, while divorces date back to 1897.

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH
VITAL RECORDS

HOW LONG DOES IT TAKE TO OBTAIN A RECORD?

The processing time for a regular mail request is approximately 4-5 weeks. Rush processing would be about three weeks for an additional fee of \$12.00.

You can order online from our web site at www.michigan.gov/vitalrecords. If you need the record within 2-3 business days please request UPS delivery. UPS delivery may be limited by zip code. Online, non UPS orders will be mailed within two weeks.

You can also pay the rush fee and send an urgent request to us overnight mail. You must provide a prepaid self addressed envelope for priority or express mail return. The State Vital Records Office cannot be listed as the sender on any return delivery envelope.

You can request same-day service in our office, but the request must be made by 3:00 pm and can take up to 2 hours to complete. If you are ordering a restricted birth record or Affidavit of Parentage, you must provide a valid driver's license or state identification card with a photo. The rush fee of \$12.00 will be applied to a same day request. Checks cannot be accepted for same day service.

Our office is located in the Capitol View Building 201 Townsend Street, Lansing, Michigan 48913. Office hours are 8:00 am to 5:00 pm Monday through Friday excluding State holidays.

Who Can Request a Michigan Record?

Many records are available to anyone. This is true for death, marriage and divorce records. It is also true for birth records 100 years or older. You must complete an application and pay a search fee.

Michigan birth records less than 100 years old and affidavit of parentage records filed in the Central Paternity Registry since June 1, 1997 are restricted. Only certain persons can get these records:

- The person named on the record.
- A parent named on the record.
- A court-appointed legal guardian of the person named on the record.
- A legal representative of the person named on the record.
- An heir of the deceased person named on the record.
- A court of competent jurisdiction.

How Can I Correct a Record?

The State Vital Records Office must make any change or correction to a Michigan birth or death record. Most of our changes applications are on our web site at www.michigan.gov/vitalrecords or you can have one mailed to you by calling (517) 335-8660 to speak with a changes specialist.

Some births or deaths were never recorded. In that case, you may be able to establish a delayed registration. Please call the Changes Unit for information.

Marriage records are corrected by the county clerk's office. Marriage records are corrected in the county that issued the marriage license. A divorce record must be corrected by the court in the county that granted the divorce.



How Can I Request a Record?

To apply for a record, you must submit an application and pay the current fee. Your order can be placed three ways:

- Online at www.michigan.gov/vitalrecords
- By mail
- In person

You can download applications from the web site at www.michigan.gov/vitalrecords or you can also call our automated phone at (517) 335-8656 and press option #1 to leave your name, address and which application you want mailed to you.

Fax and phone orders are not accepted.



What if I'm Adopted?

If you were born and adopted in Michigan, your original birth record was sealed by a court, and is no longer available except by court order from the same court that finalized. We can issue a copy of your adoptive record. It will show your adoptive name and adoptive parents. If you need information about birth parents, the court that finalized the adoption or the adoption agency may be able to assist.

If you were born and adopted in Michigan and applying for a passport, you may encounter an issue with the filing date. In most cases the State Vital Records Office can pull your original record and apply your original file date to your adoptive record. This will help satisfy the requirements of the Passport office.

To obtain an informational brochure entitled "Release of Information from Michigan's Adoption Records", please call (517) 335-8656 and press option #1 to leave your name and mailing address.