



SCOTT G. ERICKSON

KNOX COUNTY CLERK & RECORDER

Knox County Courthouse

200 South Cherry Street • Galesburg, Illinois 61401

(309) 345-3815 • Fax: (309) 345-3801

Website: www.knoxclerk.org

Application for Search – BIRTH RECORD

Name on birth record:

First Middle Last

Date of Birth: _____ City of Birth: _____

Name of Father: _____

Maiden Name of Mother: _____

- FEES:**
- One record search including one certified copy is \$15.00.
 - Each additional copy of the same record issued at the same time is \$5.00.
 - Express mail (next day delivery in most places) is an additional \$27.90
 - There is an additional convenience fee for online purchase (see web site)

Number of copies requested:

Fraudulent use of any vital record is a Class 4 Felony punishable by imprisonment of up to 3 years and a fine of \$10,000 or both. I do hereby certify that, as the person whose record is sought, or as the parent, guardian, or legal representative of the person, I am legally entitled to a certified copy according to the Vital Records Act contained in Illinois Compiled Statutes (110 ILCS 535/25).

- Relationship: [] Myself (18 yrs. or older)
 [] Parent
 [] Legal Guardian
 [] Legal Representative
 [] Genealogist (record must be 1915 and before)

Your Name




Address Phone

City State Zip Code

Your Signature Clerk or Deputy Clerk

To obtain a copy of birth record:

- Complete this application.
- Your application must be signed by you.
- If you are a legal guardian or representative of the person whose name appears on the birth record, you must provide authorizing documents.
- Submit a copy of your identification (see below for acceptable forms of identification).
- Include your payment (see below for acceptable forms of payment).

<p>IN PERSON</p> 	<p>Visit the Office of the Knox County Clerk, Knox County Courthouse, 200 S. Cherry St., Galesburg. Office hours are Mon. - Fri., 8:30 a.m. - 4:30 p.m. Complete form, present acceptable identification (and any necessary documentation), and make payment in form of cash, credit, debit or money order payable to "Knox County Clerk".</p>
<p>BY MAIL</p> 	<p>Complete form, make copy of acceptable identification (and any necessary documentation), and make payment in form of MONEY ORDER payable to "Knox County Clerk". Send to Office of the Knox County Clerk, 200 S. Cherry St., Galesburg, IL 61401.</p>
<p>ONLINE</p> 	<p>Visit www.knoxclerk.org. Make payment through Illinois E-Pay using credit card (Visa, MasterCard, Discover) and then email vitalrecords@knoxcountyil.gov or fax completed form and acceptable identification (and any necessary documentation) to 309/345-3801.</p>

Acceptable Forms of Identification

One of the following:

- Illinois or Out-of-State Driver's License
- Illinois or Out-of-State State ID Card
- U.S. Military ID Card
- U.S. Immigration Card
- Illinois Public Assistance ID Card

- OR -

Two of the following:

- Social Security Card
- Voter Registration Card
- Employee ID Card with photo and signature
- School ID Card with photo
- Certificate of Naturalization
- Certificate of U.S. Citizenship
- Piece of mail displaying correct name and address

