

# Columbus Public Health – Franklin County Office of Vital Statistics

## Newborn Birth Certificate Application

Now that the baby is finally here, there are a few things you need to know. You will need a certified copy of a birth certificate to:

- Apply for a Social Security number
- Open a bank account
- Enroll in school
- Get a driver's license
- And for many other important reasons

Please note that it takes approximately 8-10 weeks to receive and register a newborn certificate.



\*Please fill out this application form and mail it with a personal check or money order to get a certificate in the mail. **Effective October 16, 2009 each certified copy is \$25.00. Do not pay this fee to the hospital!!** You must apply and pay the fee to receive a certified copy. The original certificate is archived with the state of Ohio for record-keeping. No free certificates are issued in the state of Ohio.

**\*\*PLEASE DO NOT LEAVE THIS APPLICATION FORM AND PAYMENT AT THE HOSPITAL! \*\***

Columbus Public Health also has W.I.C (645-7280) and Immunization (645-8137) programs for your children. Single moms: to learn more about establishing paternity visit [www.oh-paternity.com](http://www.oh-paternity.com) or call 1-888-810-6446.

**Please fill out the information below and send to:**  
**Columbus Public Health**  
**Vital Statistics**  
**240 Parsons Avenue**  
**Columbus, OH 43215**  
**Phone number: (614) 645-7331**

Type or print:

Child's full name	Middle	Last
First		
Date of birth	Month Day Year	Hospital
	/ /	
Mother's first name	Mother's last name prior to first marriage	
Father's first name	Father's last name	
Number of birth certificates requested _____ at \$25.00 each	Your day time phone number:	
<b>Make check or money order payable to: Columbus City Treasurer</b>	( ) -	

Your name: \_\_\_\_\_

Your Address: \_\_\_\_\_

City/state/zip: \_\_\_\_\_

\*Fees subject to change. (According to City charter Section 82, your check will be deposited within 24 hours. Under the City of Columbus Ordinance 1141-91, a \$25.00 fee will be charged for all returned checks).