

**Vital Records Fee Schedule**  
**effective December 1, 2003**  
(New fees are listed in bold)

	<b>Fee</b>
Full certified copy of a vital statistics record or for an abbreviated birth or death certificate	\$ 20.00
Additional copies of each record ordered at the same time	\$ 15.00
Search for any vital record. Fee includes 5-year search. Additional years \$1 per year	\$ 20.00
Heirloom certificates	\$ 45.00
Expedite fee for orders placed by telephone, fax or the internet, billed to a credit card and processed the same or the next working day.*	\$ 5.50
Amendments of records	\$ 30.00
Certified copies of documents from sealed files	\$ 20.00
Certified copies of affidavits and supplemental reports	\$ 20.00
Uncertified copies of affidavits and supplemental reports that can be issued without opening sealed files.	\$ 2.00 per page
Delayed filing of birth records	\$ 30.00
Copies of microfiche index files of death, marriage, and divorce records	\$ 5.00 for each year requested
Copies of microfilm index files of death, marriage, and divorce records	\$ 8.50 per roll
Research request for certificates.	
less than 100 copies	\$ 20.00
100 + listing with certificate number	\$ 10.00
100+ listing without certificate number	\$ 15.00
NSF check charge	\$ 25.00
<b>Replacement of 4 or more certified copies when the original documents are returned within a year of issuance with an acceptable correction document and appropriate amendment fee.</b>	<b>\$ 20.00 per order</b>
<b>Verification of a vital event for each government agency or subdivision of a government agency requesting over ten verifications per month.</b>	<b>\$ 8.00</b>

\* An additional third party vendor fee of \$7.00 is charged for orders placed by telephone, fax or the Internet and billed to a credit card.