

**TOWN OF DAMARISCOTTA**

**APPLICATION FOR CERTIFIED COPY OF A VITAL RECORD  
(RAISED SEAL ON STATE ISSUED SAFETY PAPER)**

**FEE: \$15 FIRST COPY; \$6 EACH ADDITIONAL COPY OF SAME  
RECORD, REQUESTED AT SAME TIME.**

**MAKE CHECKS PAYABLE TO: TOWN OF DAMARISCOTTA**

**PLEASE INCLUDE A SELF-ADDRESSED, STAMPED ENVELOPE.**

DATE REQUESTED: \_\_\_\_\_

NAME OF PERSON REQUESTING RECORD: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

RELATIONSHIP TO PERSON ON RECORD: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PLEASE FILL IN THE APPROPRIATE INFORMATION BELOW FOR THE  
RECORD(S) YOU ARE REQUESTING.

**BIRTH RECORD:** # OF COPIES REQUESTED: \_\_\_\_\_

BIRTH NAME: \_\_\_\_\_

BIRTH DATE: \_\_\_\_\_ BIRTHPLACE: \_\_\_\_\_  
(TOWN)

FATHER/PARENT NAME: \_\_\_\_\_

MOTHER/PARENT MAIDEN NAME: \_\_\_\_\_  
\_\_\_\_\_

**MARRIAGE RECORD:** # OF COPIES REQUESTED: \_\_\_\_\_

APPLICANT 1: \_\_\_\_\_

APPLICANT 2: \_\_\_\_\_

DATE OF MARRIAGE: \_\_\_\_\_ PLACE OF MARRIAGE: \_\_\_\_\_  
\_\_\_\_\_

**DEATH RECORD:** # OF COPIES REQUESTED: \_\_\_\_\_

NAME OF DECEDENT: \_\_\_\_\_

DATE OF DEATH: \_\_\_\_\_

FOR OFFICE USE: CLERK'S INITIALS: \_\_\_\_\_

DOCUMENT(S) SEEN FOR PROOF OF IDENTITY:  
\_\_\_\_\_

SAFETY PAPER #  
\_\_\_\_\_

**Proof of identity of applicant:**

**Applicant must provide one of these:**

- Driver's License
- Passport
- Government issued picture I.D.

**OR two of these:**

- Utility bills
- Bank statements
- Vehicle registration
- Income tax return
- Personal Check w/ address
- A previously issued vital record
- Letter from government agency requesting record (DHHS, WIC)
- Department of Corrections I.D. card
- Social Security Card
- DD 214
- Hospital; birth worksheet
- License/rental agreement
- Pay stub
- W-2
- Voter Registration card
- Disability award from SSA
- Other \_\_\_\_\_

**Establishing eligibility to acquire record:**

- Related applicants must provide proof of lineage.
- Domestic Partners must provide proof of registration of domestic partnership
- Attorneys must provide a signed, notarized release from family
- Genealogists must provide a state-issued card

**Do not retain copies of proof provided or note any specific numbers**