

CHECKLIST- REGISTRATION OF BIRTH RECORD

(DISCLAIMER: THIS CHECKLIST IS INTENDED AS A GUIDELINE ONLY AND IS SUBJECT TO MODIFICATION BY THE COURT AT ANY TIME)

MANDATORY DEPOSIT DUE AT TIME OF FILING: \$62.00

REQUIREMENTS: THE FORMS MUST BE TYPED

A person whose registration of birth was not recorded or has been lost or destroyed may apply to the Lake County Probate Court for a registration of birth if:

- The person whose birth is being registered was born in Lake County or resides in Lake County or,
- Applicant's mother resided in Lake County at the time of the person's birth

If the person whose birth is being registered is a minor, the application must be signed by a parent or the minor's legal guardian.

EVIDENCE REQUIRED FOR REGISTRATION OF BIRTH: The following persons may be proper witnesses to appear in Court to testify for applicant: Any affidavits submitted must be notarized.

- Parents of Applicant, or an Affidavit of a physician, or certified midwife who attended at time of birth.

If the Applicant cannot comply with the above requirements, then the Court requires the Applicant to produce at least three (3) of the following items, at least six (6) years or more older.

- | | |
|--|---|
| ➤ Baptismal Record or Hospital Record | ➤ Medicare/Medicaid Application |
| ➤ DD214 (military discharge) | ➤ Social Security Application |
| ➤ Insurance Policies showing the date of birth or proof Applicant was insured at least 6 years ago | ➤ Income Tax Records (IRS) |
| ➤ Certified copy of Marriage Application | ➤ Bank Account Records |
| ➤ Certified copy of School Records (this can be obtained from the Board of Education) | ➤ Obituaries of Family Members |
| ➤ Family Bible or Church Records | ➤ Children's Birth Records |
| ➤ Voter Registration | ➤ Lodge Records (VFW, FOP, Moose, etc.) |
| | ➤ Federal Census Records, or Genealogical Records |

INITIAL FILING:

All forms listed and the payments above must be presented together or the proceeding will not be initiated

- HEA Form 2782 (Application, Finding and Order for Registration of Birth)
- Affidavits or Evidence Required (listed above)
- A valid government –issued photo identification (driver's license, state I.D. or passport)
- A letter of search from the State of Ohio, Department of Health where your birth should have been recorded, stating that there is no record of your birth (for more information, please call #614-466-2531)

Court of Common Pleas
Division of Probate
Judge Mark J. Bartolotta



Lake County Courthouse, West Annex
25 North Park Place
Painesville, Ohio 44077
Mail To: P.O Box 490
Painesville, Ohio 44077
440-350-2626

www.lakecountyohio.gov/probatelco