

Gratiot County Clerk, Carol A. Vernon  
214 E. Center Street, P.O. Box 437, Ithaca, MI 48847  
Phone: (989) 875-5215 Fax: (989) 875-5254  
[clerk@co.gratiot.mi.us](mailto:clerk@co.gratiot.mi.us)

## **BIRTH CERTIFICATE (1867 to Present)**

**\$26.00 for the first certified copy**

**\$12.00 for each additional copy of the same record purchased at the same time**

**Age 65 and over: \$7.00 for the first certified copy (must be your own record)**

According to MCL 333.2882(1)(a)), only the following persons are eligible for a certified copy of a birth record that is not over 100 years old:

- The person named on the record,
- A parent named on the record,
- A legal guardian of the person named on the record. With your application you must include a copy of the court-appointed legal guardianship papers. Custody papers are **not** acceptable to request a birth record.
- A legal licensed representative of the person named on the record. You must include with the application a letter having your official letterhead stating who you represent.
- An heir if the person on the record is deceased. A copy of a birth record can be released to an heir of a deceased person, but you must stat your relationship to the person, provide the decedent's married name at the time of death, and dat and place of death.
- A court of competent jurisdiction that supplies a court order (a Michigan court, a federal court or another jurisdiction whose laws are not in conflict with Michigan laws).

### **To obtain a birth record:**

- Apply **in person** with appropriate photo identification and fee. Payment options: Cash, check, money order, debit/credit card (Visa credit not accepted). Additional fees apply for debit/credit payments.
- Order **on-line**, [CLICK HERE](#)
- **Mail or Fax\***, complete the [Application for Certified Copy](#) or written request including:
  - Name
  - Date of Birth
  - Parent's Names (including mother's maiden name)
  - Return address
  - Daytime phone number
  - Signature
  - Photo identification (Copy of driver's license, passport, state or military ID. If unable to provide these, please call our office for other options).
  - Payment Options: Check or money order payable to Gratiot County Clerk
  - Fee: \$26.00 for the first certified copy and \$12.00 for each additional copy of the same record purchased at the same time. Senior Citizens-65 and over fee is \$7.00 for the first certified copy and \$12.00 for each additional copy.
- **NOTE:** \***Fax** request and photo identification to (989) 875-5254 and pay by debit/credit card. To make payment, go on-line [www.GovPayNOW.com](http://www.GovPayNOW.com) or call 1-888-604-7888. Please use pay location code (PLC#) 5154. Additional fees apply.