# APPLICATION TO PREPARE A CERTIFICATE OF FOREIGN BIRTH

The Center for Health Statistics may prepare and register a Certificate of Foreign Birth upon receipt of a request from an adoptive parent or an adopted individual 19 years of age or older. A Certificate of Foreign Birth may be put on file for a child who has automatically acquired United States citizenship following a foreign adoption and who possesses a Certificate of Citizenship in accordance with the Child Citizenship Act. Upon receipt of the required and consistent documentation with the appropriate fee, the Center for Health Statistics will prepare a Certificate of Foreign Birth showing the child's new name and the name(s) of the new parent(s). **All** of the following documents must be provided and must show consistent information in order to prepare the Certificate of Foreign Birth:

- ☐ The child's Certificate of Citizenship
- ☐ A certified copy of the child's foreign birth certificate and certified English translation
- ☐ The certified original documents related to the child's foreign adoption and certified English translation
- ☐ The child's Social Security card
- ☐ A valid government issued picture identification of parent or parents, such as a passport, driver's license, or military identification
- ☐ Proof of current residency of the parent or parents in the State of Alabama. Submit **at least one** of the following:
  - o Valid Alabama driver's license
  - o Current Alabama property tax bill
  - o Current Alabama utility bill
  - o Another record that confirms Alabama residency

The fee to prepare the Certificate of Foreign Birth is $25.00 which includes one certified copy of the new record. Additional copies of the same record ordered at the same time are $6.00 each. There is an additional fee of $15.00 to expedite a request. Make check or money order payable to "State Board of Health**."** Do not send cash. **Fees are non-refundable**. **Complete the application below and send with the required documents and appropriate fee to: Center for Health Statistics**

**Attention: Adoptions**
**P.O. Box 5625**
**Montgomery, AL 36103-5625**

If you have additional questions, call 334.206.2637. Visit our website at **www.alabamapublichealth.gov/vitalrecords**.
**NOTE:** If the child was born in another country to a U.S. citizen, contact the U.S. Department of State at **202.955.0307** or visit the website **www.travel.state.gov**.

**You must answer the following question:** Is there a Certificate of Foreign Birth on file or action pending for this child in another state?
☐ **YES** ☐ **NO**

| FULL NAME OF CHILD ON NEW BIRTH CERTIFICATE | First | Middle | Last |
|---|---|---|---|
| | | | |

| DATE OF BIRTH OF CHILD | CITY AND COUNTRY OF BIRTH | SEX |
|---|---|---|
| | | |

| FULL NAME OF ADOPTIVE MOTHER/PARENT BEFORE FIRST MARRIAGE | First | Middle | Last |
|---|---|---|---|
| | | | |

| DATE OF BIRTH OF ADOPTIVE MOTHER/PARENT | STATE OF BIRTH OF ADOPTIVE MOTHER/PARENT (If not in U.S.A., name country) |
|---|---|
| | |

| FULL NAME OF ADOPTIVE FATHER/PARENT BEFORE FIRST MARRIAGE | First | Middle | Last |
|---|---|---|---|
| | | | |

| DATE OF BIRTH OF ADOPTIVE FATHER/PARENT | STATE OF BIRTH OF ADOPTIVE FATHER/PARENT (If not in U.S.A., name country) |
|---|---|
| | |

**APPLICANT SECTION**
**(THIS SECTION MUST BE COMPLETED)**

**Number of Copies:** _____ **Amount Enclosed** $ _____

**Valid identification is required to obtain a Certificate of Foreign Birth. Anyone providing false information or falsely applying for a record is subject to a penalty upon conviction of up to three months in the county jail or a fine of up to $500. Code of Ala. 1975, § 13A-10-109. <u>By signing, you are certifying you have a legal right to the record requested and all of the information provided on this form is true and correct.</u>**

Your Signature _____ Date_____

Print Your Name _____

Your Relationship to Child _____

Mail to Name (if Different from You) _____

Mailing Address _____

City _____ State _____ Zip _____ Daytime Phone (_____)_____

I allow the following individual to receive the certificate(s) _____