

## **Birth Certificates**

- If a person was born in Cuba, the certificate will be on file in this office. The record is always on file in the City/Village/Town the birth occurred.
- Copies are available to the child named on the certificate, if 18 years of age or older, to one or both parents named on the certificate, to the child's legal guardian, with documentation, if the child is younger than 18 years of age, to the lawful representative of the person named, with documentation, or the parents of the person named on the birth certificate. More situations do apply. If needed, call the local registrar for clarification.

When requesting a certificate, please include identification such as (choose one)

- Driver's license
- Non-driver's license
- Passport
- Naturalization Papers
- Military ID
- Employer's Photo ID
- TWO utility bills, showing applicant's name and address
- TWO letters from a government agency dated within the last 6 months
- Police report of lost or stolen ID

Copies will not be issued unless one of the above types of identification is presented.

Send application, identification, a self-addressed, stamped envelope, and a check or money order (\$10 per copy) payable to Cuba Town Clerk, and mail to Cuba Town Clerk, 15 Water St., Cuba, NY 14727.

**If you are researching for Genealogy, there is a separate form for that and if this application is submitted, it will be returned to you with the proper form and request for proper payment.**

