

**LOUISIANA VITAL RECORDS REGISTRY
OFFICE OF PUBLIC HEALTH
DEPARTMENT OF HEALTH AND HOSPITALS**

IDENTIFICATION REQUIREMENTS

Persons who apply for a certified copy of a **BIRTH** or **DEATH** certificate must produce identification in the form of one primary document or two secondary documents. Orleans Parish marriage certificates are not confidential records and may be purchased without identification.

A. Primary Documents

- Current state issued driver's license that displays a photograph which clearly identifies the applicant.
- Current state issued picture identification that displays a photograph which clearly identifies the applicant.
- Current U.S. military identification card that displays a photograph which clearly identifies the applicant.
- Current U.S. issued or Foreign issued Passport
- U.S. Certificate of Naturalization (Form N-550, N-570 or N-578)
- U.S. Certificate of Citizenship (Form N-560 or N-578)
- Students (high school or younger) - a current school yearbook or a current school identification document with a photograph which clearly identifies the applicant.

B. Secondary Documents

- Current student picture identification card from a college or university when accompanied by a 100% fee paid receipt for the current semester. (COUNTS AS TWO DOCUMENTS)
- A W-2 form issued within the last two years plus an original signed Social Security Card. The Social Security numbers must match. (COUNTS AS TWO DOCUMENTS)
- Original adoption papers
- Official certified deeds or title to property
- Certificate of vehicle title
- Insurance policy must show name of the applicant (Health, Home, Life, and Auto).
- Payroll stub (cannot be handwritten) showing the name and social security number of the applicant.
- Current U.S. military dependent identification card that displays a photograph which clearly identifies the applicant.
- Original DD-214 Military Discharge document which clearly identifies the applicant.
- Voter's Registration application (certified true copy)

****IMPORTANT: IN CASES WHERE APPLICANTS PROVIDE OR ATTEST TO FALSE INFORMATION, THE INDIVIDUAL WHO SIGNS THE APPLICATION IS THE INDIVIDUAL PROSECUTED.**