



WACO McLENNAN COUNTY PUBLIC HEALTH DISTRICT

225 W. Waco Drive, Waco, Texas 76707

www.Waco-Texas.com

E-mail: Registrar@WacoTx.gov Phone: 254-750-5462 Fax: 254-750-5455

APPLICATION FOR CERTIFIED BIRTH or CERTIFIED DEATH RECORD – TEXAS ONLY

A VALID STATE ID OR DRIVERS LICENSE IS REQUIRED TO PROCESS YOUR APPLICATION

LONG FORM BIRTH CERTIFICATES (WACO BIRTHS ONLY) MUST BE REQUESTED BEFORE PAYMENT IS MADE

CHOOSE ONE: **BIRTH CERTIFICATE** **DEATH CERTIFICATE** **SOCIAL SECURITY # OF DECEDENT:** _____
(DEATH CERTIFICATE ONLY)

Full Name of

Person on Record:

 First Name Middle Name Maiden Name/Last Name

Date of

Birth / Death:

 Month Day Year Gender/Sex: Male Female

Place of

Birth / Death:

 City or Town County State

Full Name

of Parent 1:

 First Name Middle Name Last Name/Maiden Last Name

Full Name

of Parent 2:

 First Name Middle Name Last Name/Maiden Last Name

Applicant's

Name:

(YOU)

 First Name Middle Name Last Name

Address:

 Street Address City State Zip Telephone: _____

Choose One:

Relationship

to person on record: Self Parent Grandparent/Grandchild Son/Daughter Brother/Sister Spouse Other/Notarized

Choose One:

Purpose for obtaining this record: School ID Insurance Passport Lost/Stolen Other: _____

(Please Specify)

BIRTH Certificates	Cost per Certificate	Number of Certificates
Long Form: <ul style="list-style-type: none"> • Waco births only • Necessary for Passport • Most detailed birth record 	\$23.00	
Abstract: <ul style="list-style-type: none"> • Least detailed birth record 	\$23.00	

DEATH Certificates	Cost per Certificate	Number of Certificates
1 st Certificate	\$21.00	
Additional Certificates	\$4.00	

EXPEDITED FEE: \$10.00 **Please check box for Expedited Service for Mail-In Applications ONLY**

I AM AWARE THAT THE PENALTY FOR KNOWINGLY MAKING A FALSE STATEMENT IN THIS FORM CAN RESULT IN 2-10 YEARS IN PRISON AND A FINE UP TO \$10,000.00 (HEALTH AND SAFETY CODE, CHAPTER 195, SEC 195.003). I FURTHER UNDERSTAND THAT FOR ANY SEARCH OF THE FILES WHERE A RECORD IS NOT FOUND, THE SEARCH FEE OF \$23.00 IS NOT REFUNDABLE OR TRANSFERABLE.

APPLICANT'S SIGNATURE: _____

DATE OF APPLICATION: _____

Birth records are confidential for 75 years and death records for 25 years, therefore, issuance is restricted. Administrative rules require that on restricted records, all identifying information, relationship item, and purpose are provided in order to issue the record.

FOR OFFICE USE ONLY:

File #: _____ Paper #: _____ Receipt #: _____ Issued by: _____