

THIS APPLICATION MUST BE NOTARIZED

Town of Poughkeepsie, New York
Town Clerk's Office
1 Overocker Road
Poughkeepsie, NY 12603

Telephone (845) 485-3620
Fax Number (845-485-8583

Monday To Friday
8:00 AM – 4:00 PM EST

Application for Certified Copy of Birth Certificate

\$10.00 Fee Required For Each Copy Requested, Payable By Money Order, Certified Bank Check (Mail)

WE DO NOT ACCEPT PERSONAL CHECKS

Today's Date: _____

Name of Child: _____ **Date of Birth:** _____

Place of Birth: _____

(Must be Saint Francis Hospital or in the Town of Poughkeepsie) Saint Francis Births 1974 or before)

Vassar Hospital is located in the City of Poughkeepsie, you would contact them @ 845-451-4276

Name of Father: _____

Maiden Name of Mother: _____

of Copies Requested: _____

Purpose of Request: _____

Relationship to person whose record is required _____

Name of Applicant: _____

Address: _____

Daytime Telephone #: _____

***Please also attach with this form a copy of State issued photo ID when mailing in request**

Applicant Signature (Before a Notary): _____

**A Daytime phone number must be supplied*

***Notary, Please affix your stamp**

Sworn to before me this _____ day

Of _____ 20

Notary Public