TO: MONROE COUNTY CLERK'S OFFICE
Monroe County Courthouse
106 East First Street
Monroe, MI 48161

Birth Certificates are confidential records and copies may be issued only to the individual to whom the record pertains, parent named in record, an heir, legal representative, or legal guardian of that individual. Anyone else must first obtain an Order from the Circuit Court or other court of competent jurisdiction. MCL 333.2882

FEES:

One certified copy of the record - $12.00; additional certified copies of the same record ordered at the same time- $5.00 each. One certified copy of a Judgment of Divorce is $20.00. Please send cash or money order payable to **MONROE COUNTY CLERK**. **NO PERSONAL CHECKS ACCEPTED**. Submit copy of your **Driver's License** and a self-addressed stamped envelope for us to return your document(s). Thank you.

SEARCH:

We are required by law to collect the statutory fee before a search may be made for any record. WHEN THE EXACT YEAR OF RECORD IS NOT KNOWN, please indicate which years you wish to be searched. The fee is $10 per name and 5 years searched.

Please send copies of: _____Birth (No. of Copies) ____Death (No. of Copies) ____Marriage (No. of Copies) ____ Other: _____

INFORMATION AS IT SHOULD APPEAR ON RECORD:

1. Full Name _____
2. Date of Event _____
3. Place of Event _____
   (Give NAME of Hospital, City, or Township)

For Birth or Death Record Include:

4. Father's Full Name _____
5. Mother's Full **MAIDEN** Name _____

For Marriage Record Include:

6. Name of Spouse _____

Your relationship to person named in Number 1 above:

Self Parent Named in Record Legal Guardian
Heir Other: _____

I, the undersigned, hereby certify that the foregoing is true to the best of my knowledge and belief and the record is being obtained for a lawful purpose.

_____
(Signature of Applicant)

Mail to: _____
Address:_____
City, State, Zip: _____
Phone: (_____) _____-_____

Record # _____ Clerk _____
☐ No Record Found
☐ Not Available to Applicant