

To Establish Proof of Relationship for

- **Your own birth certificate:** your valid ID is acceptable. However, if you have assumed your spouse's or civil union partner's surname, provide a copy of your marriage or civil union certificate to link the name on your current ID to the name on your birth certificate.
- **Your child's birth certificate:** if the name on your identification matches the name of the child's parent then your identification will establish your relationship. If your current name does not match the name as recorded on the birth certificate, as the parent you will need to supply a copy of your marriage or civil union or legal name change.
- **Your spouse's/civil union partner's birth record:** provide a copy of your marriage/civil union certificate.
- **Your parent's or sibling's vital record:** provide a copy of your birth certificate with your parents' names.
- **Your grandparent's vital record:** you must establish that you are the person's grandchild by linking the name on your ID to the name of the grandparent. For example: if you changed your last name after marriage/civil union and want a grandparent's vital record, you must (1) Provide your marriage/civil union certificate to show your name at birth, (2) provide your birth certificate to identify your parent, and (3) provide the parent's birth certificate to identify the grandparent

Looking for a Certified Copy of a Record

If you are looking for a certified copy of a record as,

- **An executor of an estate:** you must supply proof of appointment as the executor.
- **The legal representative of the executor of an estate:** you must supply proof of legal retainer by the executor and proof of the appointment of the individual as the executor.
- **The legal representative of an individual:** that is eligible to receive a certified copy of a vital record, must supply proof of legal retainer by the eligible individual and their proof of relationship.

Not a Person Qualified to Get a Certified Copy of a Record

If you are not a person qualified to get a certified copy of a record, but,

- **You are helping a person receive a certified copy of a vital record they are eligible to receive:** (1) you must show your valid ID and a notarized, written release authorizing you to get the record on that person's behalf; or, (2) you can supply a written release from the person you are helping along with a copy of that person's valid photo ID.
- **In need of a vital record and are not the legal representative of an eligible person:** you must obtain a court order directing the State Registrar to issue a certified copy of the record. A subpoena is not sufficient to issue a copy of a vital record.

- **Note: If you do not know the date or place in New Jersey where the event took place,** contact the [State Registrar's Office in Trenton](#), which has all records for the State of New Jersey by date and name. They can be reached at 866-649-8726.