



SEARCH FOR NOTICE OF COMMENCEMENT OF PATERNITY PROCEEDINGS

GENERAL INFORMATION

This search of Registry for Notice of Commencement of Paternity Proceedings is for ADOPTION use only. Utah and most courts accept this search in place of the birth certificate. This search is not used for guardianship or any other court proceedings. The purpose of the Registry for Notice of Commencement of Paternity Proceedings is to allow a father to provide notice they may be the father of a child possibly being placed for an adoption. This registry does not establish paternity nor add the man's name to the birth certificate. Certificates may be ordered online at vitalrecords.utah.gov. Please read this application carefully. It is a criminal violation to make false statements on this application or to fraudulently obtain a vital records certificate. All fees paid are non-refundable. If required information is missing from this application, applicant will have 90 days to provide missing information.

CHECKLIST

- This application is fully completed and correct.
- Payment is ready // **Mail: Check or Money Order to 'Vital Records' is enclosed**
- My ID is ready. (See reverse for Valid ID list) // **Mail: Copy of ID enclosed**
- Attorneys or Agencies - include Justification letter
- Adoptive Parent - copy of petition for adoption

IDENTIFYING INFORMATION

NAME OF CHILD: <small>First, Middle, Last</small>	SEX:
BIRTH DATE:	BIRTH PLACE: <small>City, County, State or Country</small>
NAME OF MOTHER: <small>First, Middle, Last Name</small>	<small>Maiden Last Name if different</small>
MOTHER'S RESIDENCE ADDRESS: <small>Address, City, State, Zip</small>	
NAME OF FATHER <small>First, Middle, Last Name</small>	
FATHER'S RESIDENCE ADDRESS: <small>Address, City, State, Zip</small>	

APPLICANT

Relationship to certificate holder: <input type="checkbox"/> Attorney <input type="checkbox"/> Adoption Agency <input type="checkbox"/> Biological Parent <input type="checkbox"/> Adoptive Parent	
PRINTED NAME:	PHONE:
AGENCY / LAW FIRM NAME:	
ADDRESS: <small>Mailing address, City, State, Zip</small>	
EMAIL ADDRESS:	
FEE FOR SEARCH	\$18.00

SIGNATURE: _____ DATE: _____

I certify that this search is required to determine parentage of a child to be placed for adoption and will be used for this purpose only.

If a Notice of Commencement of a Paternity Proceedings is on file, a certified copy of the notice will be issued. If a notice is not on file, a Certificate of Search will be issued to confirm the search has been made and no notice is on file.

Attorney/Agency Justification Letter: Every request for a vital record requires a letter written on your company letterhead. The letter must state the full legal reason the vital record is needed. The letter must be signed and include a copy of the signer's valid identification. The letter must specify by name any third party picking up the record on the requestor's behalf. The third party will need valid ID.

Adoptive Parent: A copy of the petition for adoption is required. It must show the petitioner is not represented by an attorney or using an agency.

OFFICE USE ONLY

ID # _____	ID Exp _____	Request # _____	Clerk Initials _____
Paid: Check Money Order Cash Credit Card Account			

ACCEPTABLE IDENTIFICATION LIST TO OBTAIN VITAL RECORDS
ID MUST BE CURRENT

Identification is **required** for all non-public Vital Records.

Mailed requests must include an enlarged and easily identifiable **photocopy** of your identification from the list below or your application will be returned.

If using a form of identification from the "Primary" column, one form of identification is required.

If using a form of identification from the "Secondary" column, two forms of identification are required.

Primary

(Need 1)

Government Issued Photo Drivers License
Government Issued Photo Identification
Government Issued Work Identification
Employment Card
U.S. Military Identification Card
Tribal Identification Card
Pilot License
Alien Registration Card
Permanent Resident Card
Temporary Resident Card
U.S. Passport
Foreign Passport
U.S. Certification of Naturalization
Certificate of U.S. Citizenship
U.S. Citizen Identification Card
Matricula Consular Card
Concealed Weapon Permit
Mexican Voter Registration Card
Jail/Prison Release Form (with picture)

Secondary

(Need 2)

Work Identification/Paycheck/W-2
School, University or College Identification Card
Voter Registration Card
Social Security Card
U.S. Military Separation/DD-214
Motor Vehicle Registration/Title
Marriage License (not issued by Utah State Vital Records)
Court Order or Court Documents
Jail/Prison Documents
Probation Documents
Property Tax Receipt
Veterans Universal Access Identification Card
Selective Service Card
Hunting/Fishing License
Insurance Card or Documents
Utility Bill
Business License
Professional License

We Cannot Accept:

- Novelty Identification Card
- Driving Privilege Card

If you cannot provide acceptable identification you may have a spouse, parent, grandparent, sibling, or adult child who can provide appropriate identification request the certificate. Proof of relationship may be required.