



To obtain a certified copy of a **Live Birth**, please submit the following:

- Complete the form below or prepare a letter providing this information and send to:
City Clerk, 212 3rd Avenue, Sterling, IL 61081
- Submit a copy of your photo ID (ie: State issued ID or Driver's License)
- Submit a check or money order for \$16.00* (\$1.00 is for mailing). *Additional copies of the same record are \$6.00* each*
- **Please note, this process may take 7-10 business days.**

For faster service/emergencies, contact the Whiteside County Clerk's Office in Morrison. This office will process payments over the phone and overnight the record to you.

- Call (815) 772-5189
- You must be able to fax, email or scan a copy of your photo ID
- Fee varies

*Fees are subject to change

APPLICATION FOR CERTIFIED BIRTH RECORD

	First	Middle	Last (Before first marriage)
NAME on Birth Record:			
BIRTH DATE:		Place of Birth – circle one	
		Hospital	Home
Birth Certificate will be used for:		Relationship to above: - circle one	
		Self	Parent Legal Guardian
Mother's Name:		First	Middle Last (Before first marriage)
Father's Name:		First	Middle Last
YOUR SIGNATURE:		Phone:	
CURRENT ADDRESS:			
CITY:		STATE:	ZIP: