TOWN OF EAST WINDSOR
Request for a Certified copy of Birth Certificate

Please Print

Full Name on Certificate:

First: _____Middle: _____Last: _____

Date of Birth: _____

Place of Birth: _____

Father's Full Name: _____

Mother's Maiden Name: _____

PERSON MAKING THIS REQUEST:

Name: _____
First Middle Last

Address: _____
Number Street

Town/City: _____ State:_____ Zip Code:_____

Telephone No.: _____ E-mail Address (optional): _____

Relationship to person named on certificate: _____

Reason for making request: _____

Signature: X_____ Date: _____

The fee for a full size certified copy of a Birth Certificate is $20.00 per copy
The fee for a wallet size certified copy of a Birth Certificate is $15.00 per copy. The wallet size contains less information than the full size certificate. It may not satisfy all proof of identification requirements such as those needed for a passport.

Number of Copies Requested: _____ Amount Enclosed/Paid: $_____

Please make sure to mail/or bring the completed request with the following requirements to Town Clerk, 11 Rye Street, Broad Brook, CT 06016:
Requester's current government issued photo ID **or** passport (copy if mailing)
Or two forms of the following:
Social Security card
Written verification of identity from employer
Automobile registration
Copy of utility bill showing name and address
Voter's registration card

(If applicable) verification of relationship to the registrant (for example, an individual requesting his/her parent's birth certificate must provide a certified copy of his/her own birth certificate.
If you have any questions, please call (860)292-8255.