

# **CHECKLIST**

## **DELAYED BIRTH REGISTRATION**

### **Initial Filing Fee:**

Court Costs: \$87.00 (*This includes cost of new birth certificate*)

### **Requirements:**

The application can only be filed in the Probate Court for someone born in Ohio and if: (a) more than one year but less than seven years has passed since the birth with no attending physician available to sign a birth certificate, or (b) more than seven years has passed since the birth. The application must be filed in either the county where the person's birth occurred, where the person resides, or where the person's mother resided at the time of birth.

### **E-Filing Process:**

When the required documents are accepted for filing by the Court, the Court will contact the applicant with a hearing date which may be required to be published 7 days prior of hearing by the applicant.

### **Checklist:**

**Application HEA-2782 with supporting Affidavits (*must be notarized and typed*)**

**A statement from the Ohio Department of Health or the local registrar that there is no record of the birth**

**At least four (4) pieces of evidence of birth and identity which can include:**

- **Certificate of Baptism**
- **Federal Census Records, Social Security application, U.S. Passport**
- **Testimony by one or both parents**
- **Notarized affidavit of a witness to the birth**
- **A letter from the hospital or attending physician**
- **Marriage Licenses**
- **Insurance policies/applications**
- **Copy of certified copy of birth certificate for other children in the same family and or/birth certificates for applicant's own children. These may provide evidence of the individual's age, place of birth and maiden name at the time of their birth.**
- **Diplomas, school records or transcripts with an original signature from the records secretary**
- **U.S. Armed Forces Discharge (DD 214)**
- **Published obituaries of family members**
- **Voter Registration**

**Copy of Picture ID of the applicant**

**Note: With documentary evidence you are trying to establish applicant's date of birth, place of birth, age and name of parents (mother's maiden name), and preferably each parent's birth state.**