

**BIRTH CERTIFICATE**  
**Request Form**  
**Gwinnett County Probate Court**  
**75 Langley Drive**  
**Lawrenceville, Georgia 30046**  
**(770) 822-8350**

Certified Copies of Birth Certificate  
\$25.00 for the first copy, \$5.00 for each additional copy – PER CHILD  
Payment can be Cash, Personal Check, or Money Order  
No Third Party, No Counter, and No Business Checks Accepted

**A clear, legible photocopy of a government issued picture I.D. is REQUIRED**  
**(Driver's License, State I.D., Passport)**

**NAME ON BIRTH CERTIFICATE:** \_\_\_\_\_

**DATE of BIRTH:** \_\_\_\_\_

**PLACE of BIRTH/HOSPITAL:** \_\_\_\_\_

**MOTHER'S FULL NAME (With Maiden):** \_\_\_\_\_

**FATHER'S FULL NAME:** \_\_\_\_\_

**What is your relationship to the individual on the certificate?**

**Self    Parent    Spouse    Guardian/Legal Representative    Other**

**Signature:** \_\_\_\_\_

**Number of copies requested #** \_\_\_\_\_

**Fee is \$25.00 for the first copy and \$5.00 for each additional copy per individual.**

**If you are seeking to request birth certificates for more than 1 individual you must complete a form for each request. The above fees are per each individual.**

**Please complete your mailing information below:**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_