



Department of Health
Vital Records Office
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MEMORANDUM

To: Vermont Town and City Clerks

From: Cindy Hooley, Vital Statistics Information Manager, Department of Health

Date: June 12, 2019

Subject: Act 46 (2017) Poster for Town and City Offices

In advance of the implementation of Act 46 (2017), we are pleased to share the enclosed poster to be posted in your office. The poster includes the most important details that the public should know about the changes coming with Act 46, including information about where to apply for certified copies of birth or death certificates in Vermont. Please display the poster where it can be easily seen by your constituents.

If you have questions, please contact the Vital Records Office at 802-863-7275 or email VitalRecords@vermont.gov.

Thank you for your continued support and dedication as we work together to bring Act 46 into effect.

Changes to getting copies of

VERMONT BIRTH & DEATH CERTIFICATES

**Effective
July 1, 2019**

Act 46 (2017) enhances the security of birth and death certificates, provides better protection against misuse of these legal documents, and reduces the risk of identity theft.

What you need to know:

- ➔ Only family members, legal guardians, certain court-appointed parties or their legal representatives can apply for a certified copy of a birth or death certificate. For death certificates, a funeral home or crematorium may also apply for a certified copy.
- ➔ Applicants must provide valid identification when applying for a certified copy of a birth or death certificate.
- ➔ Nothing will change when ordering copies of marriage, civil union, divorce or dissolution certificates.
- ➔ **Where to apply for certified copies of birth or death certificates:**
 - ➔ Any Vermont Town or City Clerk's Office
 - ➔ Online at: secure.vermont.gov/VSARA/vitalrecords
 - ➔ Vermont State Archives and Records Administration (VSARA)
 - ➔ Vermont Department of Health Vital Records Office