



DC Department of Health

Vital Records Ordering Methods

DC vital records should be ordered from the DC Department of Health Vital Records Division which houses birth and death certificates dating back to August 1874 and Domestic Partnership records dating back to 2002. Birth records become public 100 years after the date of birth, death records become public 50 years after the date of death and Domestic Partnership records never become public.

1 Order Online using **VitalChek**, our authorized vendor, at **www.VitalChek.com**

- Fast, convenient internet ordering 7-days a week, 24-hours a day
- All major credit cards, debit cards and echecks are accepted
- Average processing times are 3-5 business days; shipping times will vary based on customer selection



2 Order By Phone by calling **877-572-6332**, **Select Option 2**

- Have your credit card, debit card, echeck and certificate information ready before calling
- Average processing times are 3-5 business days; shipping times will vary based on customer selection



3 Order By Mail

- Mail completed application(s) to: Department of Health, Vital Records Division - New Applications Department, 899 North Capitol Street NE – First Floor Washington, DC 20002
Applications can be found at <http://doh.dc.gov/service/vital-records>
- Payment can be made via credit or debit card, check or money order (payable to DC Treasurer) for the appropriate fee as noted on the application – please do not send cash
- Include a photocopy of an official picture identification of the requestor
- Average processing times are 7-10 business days; shipping times will vary based on customer selection



4 Order In Person At Our New Kiosks

- Kiosks are located at the Vital Records Division office at:
899 North Capitol Street NE - First Floor, Washington, DC 20002
- Walk-in Service Hours: Monday -Friday, 8:30 a.m. - 3:30 p.m. (closed on major holidays)



The District of Columbia Vital Records Division has a 100% identity verification policy. Proof of the requestor's identity is required no matter which ordering method is selected. Requestor must meet our identity and entitlement verification requirements in order to receive a certificate.

<http://doh.dc.gov/service/vital-records>