

# VITAL RECORDS

## Application for Certified Copy of Certificate of Birth



- \$15 per certificate
- Valid state ID required
- It is unlawful to willfully and knowingly make any false statement on this application.

Today's date: \_\_\_\_\_ Name on birth certificate: \_\_\_\_\_  
M/D/Y First Middle Maiden Last name now

Date of birth: \_\_\_\_\_ Sex: Male \_\_\_ Female \_\_\_ County of birth: \_\_\_\_\_ / Tennessee  
M/D/Y

Name of father: \_\_\_\_\_ Name of mother: \_\_\_\_\_  
First Last First Last name now Maiden

Reason needed: Replacement: \_\_\_ Passport/Travel: \_\_\_ Other (Specify): \_\_\_\_\_

Number of copies: \_\_\_\_\_

Signature of person requesting: \_\_\_\_\_

Relationship: Parent: \_\_\_ Spouse: \_\_\_ Child: \_\_\_ Self: \_\_\_ Other (Specify): \_\_\_\_\_

Complete address: \_\_\_\_\_

Phone: \_\_\_\_\_

Birth certificates are available for Tennessee births occurring since 1917.

**Note: There is a \$30 fee for any returned check.**  
1401 KCHD 12/19/2019

### Birth and Death Certificates

Birth and death records can be obtained at the Knox County Health Department's main office at 140 Dameron Ave. You may also obtain records from the State of Tennessee. See contact information below.

### Birth Certificates

Birth certificates are available for persons born in Tennessee. Birth certificates may be purchased only by the person named on the certificate or by a parent, legal guardian, spouse or child of the named person. The cost is \$15 per copy.

### Submitting Application in Person

You may print this birth certificate application, fill it out and bring it to the health department. Payment may be by cash, money order, personal check (made out to Knox County Health Department) or major credit card.

### Order Certificate by Mail

To order by mail, you should print and fill out this application, and mail it to: Vital Records, 140 Dameron Ave., Knoxville, TN 37917. Include a copy of your driver's license and check or money order for \$15.

### Knox County Health Department Vital Records

First floor (Behind security/information desk)  
140 Dameron Ave.  
Knoxville, TN 37917  
Phone: 865-215-5100  
Fax: 865-215-5106  
TDD: 865-215-5001  
Office hours: 8 a.m. - 4:30 p.m., Monday - Friday

### Tennessee Office of Vital Records

First floor, Andrew Johnson Tower  
710 James Robertson Pkwy.  
Nashville, TN 37243  
Phone: 615-741-1763  
Email: [liaisonservices@tdhs.zendesk.com](mailto:liaisonservices@tdhs.zendesk.com)  
Office hours (CT): 8 a.m. - 4 p.m., Monday, Wednesday and Friday  
8 a.m. - 6 p.m., Tuesday and Thursday