

REQUEST FOR A VITAL RECORD

You may obtain a certified copy in-person at Westbrook City Hall, by ordering online through the City's website at www.westbrookmaine.com or by completing the following request form and mailing it to this office. If you are requesting a record other than your own, you may be required to provide additional documentation to prove that you are legally authorized to obtain the record. Contact the City Clerk's Office for more information.

BIRTH RECORD

Birth Name (First, Middle, Last):

Date of Birth:

Parent A's Name (First, Middle, Last – Use Birth or Maiden Name):

Parent B's Name (First, Middle Last – Use Birth or Maiden Name):

Your relationship to the person on this Birth Certificate:

MARRIAGE RECORD

Spouse A's Name (First, Middle, Last – Use Birth or Maiden Name):

Spouse B's Name (First, Middle, Last – Use Birth or Maiden Name):

Date of Marriage:

Your relationship to the persons on this Marriage Certificate:

DEATH RECORD

Decedent Name (First, Middle, Last):

Date of Death:

Your relationship to the Decedent:

APPLICANT INFORMATION

Your current name:

Phone Number:

Email Address:

Mailing Address:

Reason for the Request:

Enclosures needed: (1) Copy of your photo identification; (2) check or money order payable to "City of Westbrook", \$15/first copy, \$6/each additional copy; and (3) a self-addressed stamped envelope.

By signing below, I swear/affirm that the information above is true and correct.

Applicant Signature

Date