

**SASHA KELTON  
CLAY COUNTY CLERK  
P.O. Box 548, Henrietta, Texas 76365**

**APPLICATION FOR CERTIFIED COPY OF BIRTH OR DEATH RECORD**

BIRTH CERTIFICATES			
Type	Cost	# of Copies	Total
Certified Copy	\$23		

DEATH CERTIFICATES			
Type	Cost	# of Copies	Total
First Certified Copy	\$21		
Additional Copies	\$4		

Cert # \_\_\_\_\_  
By \_\_\_\_\_

Full Name of Person on Record	First	Middle	Last
Birth or Death Info	Month	Day	Year
Place of Birth or Death	City or Town	County	State
Full Name of Father	First	Middle	Last
Full Name of Mother	First	Middle	Maiden Name

Your Name \_\_\_\_\_ Daytime Telephone \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street address City State Zip

Relationship to Person on Record \_\_\_\_\_ Purpose for Obtaining Record \_\_\_\_\_

Will this record be used to obtain a passport, for immigration, or for the Indian Registry? Yes \_\_\_\_\_ No \_\_\_\_\_

Additional Information for Death Certificate: Birthdate \_\_\_\_\_ Birth Place \_\_\_\_\_

I authorize mailing to the address below instead of my mailing address. I have verified that the address below will receive my order.

Name \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Your Signature \_\_\_\_\_ Date \_\_\_\_\_

Identification Type and Number \_\_\_\_\_

**PLEASE MAKE CHECKS PAYABLE TO CLAY COUNTY CLERK. MAIL THIS APPLICATION, PAYMENT, AND A PHOTOCOPY OF YOUR VALID PHOTO ID TO ADDRESS ABOVE. APPLICATIONS WITHOUT PHOTO ID WILL NOT BE PROCESSED. FOR ANY SEARCH OF THE FILES WHERE A RECORD IS NOT FOUND, THE SEARCH FEE IS NOT REFUNDABLE.**

**WARNING: THE PENALTY FOR KNOWINGLY MAKING A FALSE STATEMENT IN THIS FORM CAN BE 2-10 YEARS IN PRISON AND A FINE OF UP TO \$10,000. (HEALTH AND SAFETY CODE, CHAPTER 195, SEC. 195.003)**

