



COUNTY CLERK

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Filing of birth certificates for infants born outside of a licensed institution, as defined by Texas Administrative Code Rule 181.26

The law requires the following to register a noninstitutional birth:

- (1) Proof of pregnancy
- (2) Proof that there was an infant born alive
- (3) Proof that the birth occurred in Clay County
- (4) Proof that the infant's birth occurred on the date stated

In addition, a birth shall only be filed upon personal presentation of the following by the parent(s), in order of preference (must have photo):

- (1) Passport or certificate of naturalization
- (2) Military service or military dependent ID card
- (3) US government ID card or national ID card
- (4) Current DL or state ID card
- (5) Alien registration receipt card; or
- (6) Employee or student ID card, with photograph

In order to verify the circumstances of the birth, the Local Registrar may:

- (1) Make an unannounced visit to the parents' residence or the place of the alleged birth prior to registering the alleged birth
- (2) Require multiple forms of identifying documents, with or without photos
- (3) Require personal appearance of the parents either together or separately
- (4) Require personal appearance of the infant whose birth the parents are attempting to file

If the required evidence is not available and/or the Local Registrar is unable to verify the circumstances of the birth, the birth may only be filed upon order of a court of competent jurisdiction. In addition, the Registrar shall notify the state of any suspicious documents or records submitted or filed within his/her office.