

New Jersey Department of Health and Senior Services Vital Statistics Registration

Vital Statistics accepts walk-in applications at the location shown below. Office hours are from 8:30 AM through 4:30 PM, Monday – Friday, excluding State holidays. There is up to a two-hour processing time and you must submit your application by 4:00 PM to obtain your certified copy the same day.

Amendments to vital records and registrations of adoptions or legitimations are not processed at the walk-in service counter. These requests, along with supporting documentation and fees, must be sent to the attention of the Record Modification Unit at the address shown below.

BASIC FEES FOR VITAL RECORDS - MAIL OR OVER-THE-COUNTER REQUESTS

One Certification or Certified Copy of a Vital Record	\$25.00 *
Additional Copies Ordered At the Same Time	\$2.00 Each
Creation of a New Certificate Following Adoption (Including Certified Copy).....	\$27.00
Court Ordered Legal Change of Name (Including Certified Copy).....	\$27.00

Genealogical research will not be subject to the strict requirements to supply exact date of the event. Genealogy requests may search multiple years at a cost of \$1.00 per additional year searched. Genealogical records are births that occurred more than 80 years ago, marriages that occurred more than 50 years ago or deaths that occurred more than 40 years ago. Genealogical requests MUST be mailed to our office.

All mail requests must include a copy of your photo driver's license with address or two alternate forms of ID with your address. Acceptable types of alternate identification are: driver's license without photo, vehicle registration, insurance card, voter registration card, passport, green card, county ID, school ID, and utility bill. You must also include proof of your relationship to the individual listed on the certificate you are requesting, unless it is a request for your own record. Over-the-counter customers must have these original identifications in their possession when filing an application.

Mailing Address:

New Jersey Dept. of Health and Senior Services
Vital Statistics Registration
PO Box 370
Trenton, NJ 08625-0370

Location:

N. J. Department of Health and Senior Services
120 South Stockton Street
Trenton, New Jersey
General Information: 609-292-4087

"VITALCHEK" SERVICE - TELEPHONE OR FAX REQUESTS

New Jersey Vital Statistics offers three quick request options through a service called "VITALCHEK." Additional charges as indicated below will apply. Vital records are NEVER FAXED. Your certified record request will be shipped via regular mail or Federal Express to the address shown on your proof of identification. Indicate which shipping method you prefer.

1. You may call toll free 24 hours a day, 7 days a week at 1-877-622-7549. Requests are billed to your major credit card and routinely processed in 8 to 12 business days for 3-Day Saver Rate and 5 to 8 business days for Priority Overnight.
2. A 24-hour FAX LINE, 609-392-4292 is available for vital record requests. Your FAX transmission must include the following:
 - a. Full name of the individual on the vital record, full date of the event (mm/dd/yyyy), city the vital event occurred in and the type of event (birth, marriage or death). You must also supply the full maiden name of the mother of the individual on the vital record and the name of the father of the individual (if recorded).
 - b. Major credit card number, with expiration date.
 - c. Your telephone number plus your FAX number.
 - d. Billing address (address credit card sends your bill to).
 - e. Proof of your relationship to the person(s) named on the certificate.
 - f. A copy of your photo Driver's License with address or two alternate forms of ID, one of which must contain your address.
3. The "VITALCHEK" web site is accessible at www.vitalchek.com; follow the link to order a New Jersey vital record event.

PREMIUM FEES FOR VITALCHEK - TELEPHONE AND FAX REQUESTS

Credit Card Usage Charge\$10.95
Contact VitalChek for Applicable Express Shipping Fees



New Jersey Divorce:
Decrees may be obtained by writing to:
Public Information Center
PO Box 967
Trenton, NJ 08625-0967
609-777-0092



Original vital records for New Jersey from
May, 1848 to May, 1878 are available from:
Division of Archives and Records
Management, Archives Section
PO Box 307
Trenton, NJ 08625-0307
609-292-6260