

BEWARE!

There has been an increase in incidence of third-party vendors selling birth, death, marriage and divorce certificates. These companies charge customers high fees to 'process' or 'help apply' for certificates.

For the fastest service, without high fees, we encourage customers to order certified copies only from the State of Washington, the local county health department, or through the State's contracted vendor VitalChek at www.vitalchek.com.

To file a consumer complaint, contact the WA State Attorney General Consumer Protection Division:

- Monday-Friday, 10:00 am-3:00 pm
- 1-206-464-6684
- 1-800-551-4636 (In WA only)
- Website: www.atg.wa.gov

Additional Questions?

Cowlitz County Health & Human Services

1952 9th Avenue
Longview, WA 98632
Phone: (360) 414-5599
Fax: (360) 425-7531



Healthy People.
Healthy Communities.

Cowlitz County

Ordering Birth Certificates



Access this
Information
Online



SCAN QR CODE

Requirements

Vital records laws help protect personal information by only allowing certain individuals with specific connections to the person on the birth record to order a birth certificate.

To purchase a birth certificate, you must:

- 1 Be a qualified applicant and prove your relationship by submitting proof documentation.
- 2 Provide identity documentation.
- 3 Fill out the birth certificate order form on our website at: www.co.cowlitz.wa.us
- 4 Pay applicable fees. Cash, checks, and most cards are accepted.

Information

The required pieces of information to order a birth certificate are:

- First, middle, and last name of the subject of the record
- First and last name of all the parents listed on the record
- Date of birth (month, day, and year)
- City or county where the birth occurred

Eligibility

To purchase a birth certificate, you must be a qualified applicant.

Those include:

- Self
- Spouse or domestic partner
- Parent
- Step-parent
- Legal guardian
- Child
- Step-child
- Sibling
- Grandparent
- Great grandparent
- Legal representative
- Authorized representative

Always provide your own proof of ID when you submit your application. In some cases, to prove you are a qualified applicant, you may need to submit documentation proving your relationship such as birth or marriage certificates.

Visit the state website at www.doh.wa.gov for Proof of Eligibility for examples of how to prove the qualifying relationship.

Identification

Acceptable identity documentation includes:

- A government issued identification document that has not expired in the last 60 days. It must have a photo, full name, and date of birth on it.
- If you do not have a government ID, then you will need at least two documents from the list found at www.doh.wa.gov

Ordering Methods

- Online through www.VitalChek.com
- By phone at (866) 687-1464
- Through the mail
- Or in-person at:
1952 9th Ave.
Longview, WA

IMPORTANT: WA State law does not allow refunds of fees if a record cannot be located or if a person is ineligible to receive a certificate.