



VILLAGE OF GOSHEN, NEW YORK

276 MAIN STREET, GOSHEN, NEW YORK 10924
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APPLICATION FOR BIRTH CERTIFICATE BY MAIL

If a person was born in Arden Hill, Goshen Hospital or within the Village of Goshen then a copy of your birth certificate is on file at Village Hall. Anyone 18 or older, or their parents may request a copy of their birth certificate by either coming to Village Hall or by completing this application along with the requested documents. The provided birth certificate will be as good as the original with a raised seal.

Type of Birth Certificate requested - Regular Birth Certificate [] Long form of Birth Certificate []

Please choose one otherwise a regular birth certificate will be sent

Please include the following:

- Photocopy of current driver's license (*identification cannot be expired*)
 - **Other Acceptable Identification**
 - Non-Driver's License
 - Passport
 - Naturalization Papers
 - Military ID
 - Employers Photo ID
 - Two (2) Utility Bills showing Applicants Name and Address
 - Police report of Lost or Stolen ID
 - Your signature must be notarized
 - Payment \$10 (per copy) Cash or Money order
 - Self-addressed stamped envelope (In order to mail you the certified copy)

Birth Name: _____ Date of Birth: _____

Mother's Maiden Name: _____

Father's Name: _____

Telephone Number: _____

Signature of applicant: _____ Date: _____

Birth Certificates are \$10 per copy (certified check, cash or money order) made payable to the Village of Goshen. Mailed to the above address. Attn: Registrar **We do not accept Debit/Credit cards or Personal Checks.** In Person hours are Monday-Friday 9:00am-4:00pm (closed for lunch 1-2)

NOTARY ACKNOWLEDGMENT

State of _____

SS:

County of _____

On the _____ day of _____ in the year _____, before me, the undersigned personally appeared. He/she is personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity and that by his signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

CHECKLIST

PLEASE MAKE SURE YOU HAVE INCLUDED

Application

Notary Acknowledgment

Current Identification

Payment (\$10 per Copy)

Self-addressed stamped envelope (In order to have the Birth Certificate returned)

Birth certificates are generally processed within 48 hours of receiving the completed paperwork, if you would like to receive your birth certificate sooner, you can send it expedited, and also pay for an expedited method to return the birth certificate