

# Vital Record Application

Please use this form when requesting a Birth, Death, Marriage, or Civil Union record.

The fee for either a BIRTH, MARRIAGE, or CIVIL UNION record is \$13.50 for the first copy and \$8.00 for each additional copy of the same record, for DEATH records the fee is \$17.50 for the first copy and \$12.00 for each additional copy of the same record.

The St. Clair County Clerks Office can only accept MONEY ORDERS or CASHIERS CHECKS as payment when requesting a record through the mail.

When requesting a Birth Record you must provide a photocopy of your valid DRIVERS LICENSE or STATE ISSUED IDENTIFICATION CARD.

I am requesting a:

Birth Certificate

Death Certificate

Marriage Record  
(Public Record)

Civil Union Record  
(Public Record)

Birth Certificate

Name of the individual

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Fathers full name

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Mothers full maiden name

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Date of Birth

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Number of Copies Requested

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Payment Amount

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Death Certificate

Name of the individual

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Date of Death

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Number of Copies Requested

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Payment Amount

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Marriage Record

Name of the groom

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Name of the bride

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Date of Marriage

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Number of Copies Requested

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Payment Amount

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Civil Union Record

Name of the 1<sup>st</sup> Partner

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Name of the 2<sup>nd</sup> Partner

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Date of Union

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Number of Copies Requested

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Payment Amount

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Mail all requests to  
ST. CLAIR COUNTY CLERK  
Attn: VITAL RECORDS  
10 PUBLIC SQUARE

BELLEVILLE, ILLINOIS 62220-1632

If you have any questions please call (618) 277-6600 ext. 2378  
In the event an office member needs to contact you please  
put your phone number(s) here:

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Mail requested documents to:

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