

**\*\* PLEASE READ INSTRUCTIONS ON BACK BEFORE FILLING OUT AFFIDAVIT \*\***

State of \_\_\_\_\_

**AFFIDAVIT  
CORRECTION OF  
BIRTH RECORD**

Registrar's No. \_\_\_\_\_

County of \_\_\_\_\_

File No. \_\_\_\_\_

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**INFORMATION AS IT APPEARS ON ORIGINAL RECORD – PLEASE PRINT LEGIBLY**

Name as recorded \_\_\_\_\_

Date of birth \_\_\_\_\_ Place of birth \_\_\_\_\_  
City, Village, Township County

Father's name \_\_\_\_\_ Mother's maiden name \_\_\_\_\_

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**ITEMS TO BE CORRECTED OR ADDED**

Item \_\_\_\_\_ Should Read \_\_\_\_\_

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**PERSON SWEARING TO THE ABOVE FACTS**

I/We \_\_\_\_\_ born \_\_\_\_\_  
Name(s) of person(s) executing affidavit Date(s) of birth

and residing at \_\_\_\_\_ being duly sworn say that I/we have  
Street address, City, State and Zip

personal knowledge that the foregoing facts are true and correct relative to \_\_\_\_\_  
Correct spelling of Child's name

being the \_\_\_\_\_  
Relationship to child

\_\_\_\_\_  
Signature of person(s) executing affidavit

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Date commission expires

**NO ERASURES, CROSS OUTS OR CORRECTION FLUID PERMITTED**

**Ohio Department of Health, Office of Vital Statistics**  
**Birth Affidavit Instructions for Completion**

1. Affidavit must be **typed or printed** in ink and **signed in ink**.
2. Information on the **upper portion** of the affidavit must read exactly as on the **birth record** (including child's name, date of birth, place of birth, etc.).
3. **Father's Name** will be the whole name listed on the birth record. If no father was listed on the birth record, the field should be left blank.
4. **Mother's Maiden Name** is the only item that should be listed in this field. The Mother's full legal name is not needed. It should read exactly as on the birth record.
5. To add or correct the **first and/or middle name** of a person who is **18 years of age or older**, the person whose record is being corrected must execute the affidavit.
6. To add or correct the **first and/or middle name** of a person who is **less than 18 years of age**, **both** parents must execute the affidavit (if both parents were listed on the birth certificate).
7. To correct any other items on the birth certificate, the person executing the affidavit must have personal knowledge of the facts.
8. In the "**Item**" field, indicate **name of Item**, such as "Child's middle name" or "Mother's place of birth".
9. The affidavit must contain the signature(s), date(s) of birth, current address and relationship of the person(s) swearing to the facts.
10. The affidavit must contain the signature of the notary and the date the notary's commission expires.
11. The **printed name(s)** of the person(s) executing the affidavit must be **identical to the signature(s)** of the person(s) executing the affidavit.
12. If a person is executing an affidavit for their own record, they should indicated "**Self**" in the "**Relationship to Child**" field. If it is a relative, their relationship should be specified (Mother, Brother, etc.).
13. An affidavit that is alleged to be submitted for falsification will not be accepted for filing.