

**Ohio Department of Health, Office of Vital Statistics
Birth Affidavit Process**

Birth Affidavit Acceptance Chart

Items Listed on a Birth Abstract that can or cannot be corrected, changed or added with a Birth Affidavit

Can you:	Correct Spelling if Incorrect	Change	Add
Child			
First Name	Yes	No - Will have to go to court to have changed	The child's first name can be added if one is not previously recorded on bc.
Middle Name	Yes	No - Will have to go to court to have changed	The child's middle name can be added if one is not previously recorded on bc.
Last Name	Yes	No - Will have to go to court to have changed	The child's last name can be added if one is not previously recorded on bc.
Suffix	See pg. 8	See pg. 8	See pg. 8
Month of Birth		Yes - If it doesn't conflict with the date the Attendant & Registrar signed	
Day of Birth		Yes - If it doesn't conflict with the date the Attendant & Registrar signed	
Year of Birth		No - Will have to go to court to have changed	
Sex		No - Will have to go to court to have changed	
Birthplace		No - Will have to go to court to have changed	
Mother			
First Name	Yes	No - Will have to go to court to have changed	The mother's first name can be added if one is not previously recorded on bc.
Middle Name	Yes	No - Will have to go to court to have changed	The mother's middle name can be added if one is not previously recorded on bc.
Last Name	Yes	No - Will have to go to court to have changed	The mother's last name can be added if one is not previously recorded on bc.
Maiden Name	Yes	No - Will have to go to court to have changed	The mother's maiden name can be added if one is not previously recorded on bc.
Place of Birth		Yes - exceptions apply see page 9	Yes
Father			
First Name	Yes	No - Will have to go to court to have changed	No- will need to contact a court to have the father added. Unless there is information listed in the father's field suggesting that an error occurred and the first name was omitted at the time of the child's birth.
Middle Name	Yes	No - Will have to go to court to have changed	No- will need to contact a court to have the father added. Unless there is information listed in the father's field suggesting that an error occurred and the middle name was omitted at the time of birth of the child's
Last Name	Yes	No - Will have to go to court to have changed	No- will need to contact a court to have the father added. Unless there is information listed in the father's field suggesting that an error occurred and the last name was omitted at the time of the child's birth.
Place of Birth		Yes, if the father's name is already listed on the Birth Record - additional exceptions apply see page 9	Yes, if the father's name is already listed on the Birth Record
Other			
Date Record Filed		The registrar in the county of birth can execute the birth affidavit to correct the date file by the registrar.	
State File Number			

Please note that if a person is questioning the date that the local Registrar signed the Birth Record and the Birth Record is not from your district have the customer contact the local office that the Birth Record belongs to in order to have the date corrected.

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Birth Affidavit Acceptance Chart

Additional Items that can or cannot be corrected, changed or added with a Birth Affidavit that will only be present on a Book Copy

Can you:	Correct	Change	Add
Child			
Time of Birth	Yes		
Mother			
Date of Birth	Yes	Yes	Yes
Residence Address/Mailing Address	Yes	Yes	Yes
Age	See page 9	See page 9	See page 9
Father			
Date of Birth	Yes	Yes	Yes, if the father's name is already listed on the Birth Record
Age	See page 9	See page 9	See page 9
Other			
Facility Name		No - Will have to go to court to have changed	
Facility City		No - Will have to go to court to have changed	
Facility County		No - Will have to go to court to have changed	
Attendant's Name		No - Will have to go to court to have changed	
Attendant's Address		No - Will have to go to court to have changed	
Date Signed by Attendant		No - Will have to go to court to have changed	
Registrar's Name		The registrar in the county of birth can execute the birth affidavit to correct the name of the registrar.	
Race		No - Will have to go to court to have changed	

Please note that if a person is questioning the date that the local Registrar signed the Birth Record and the Birth Record is not from your district have the customer contact the local office that the Birth Record belongs to in order to have the date corrected.