

# New Jersey State Archives

P.O. Box 307, 225 West State St.  
Trenton, NJ 08625-0307  
609-984-1050    www.archives.nj.gov

## Birth Record Search Request

The State Archives maintains all birth, marriage and death records filed at the state level **starting in May 1848 and ending 100 years ago**. For example, effective in 2013, we have records through 1912. Effective in 2014 we will have records for 1913, and so on.

Requests for vital records for more current years should be directed to: Office of Vital Statistics and Registry, New Jersey Department of Health, P. O. Box 370, Trenton NJ 08625-0370. The order form for the State Registrar can be found at: [www.state.nj.us/health/vital/index.shtml](http://www.state.nj.us/health/vital/index.shtml).

*Please Print or Type*

Requestor's Name	<b>Phone:</b>		
	<b>E-mail:</b>		
Requestor's Address	City	State	Zip Code

- For a \$10.00 fee, paid in advance, we will search for a birth record when the month and year are provided.
- If the month and year are not known, no more than one 2-year search can be requested for a fee of \$15.00.
- For records from May 1848 to May 1878, the filing year was from May of one year to May of the next year. From June 1878 to Dec. 1900, the typical filing year was from 1 July of one year to 30 June of the next year. *Two-year searches are based on these filing years.* [May 1856-May 1857 is one filing year; July 1894-June 1895 is one filing year.] Thus, to cover Jan.-Dec. for *any given year* during the period May 1848 to Dec. 1900 a 2-year search is needed.
- Post-1900 searches are based on the calendar year.
- Fees are non-refundable regardless of whether the requested record is found.

<i>For a Record from the Period May 1848 – December 1900</i>		<i>Staff Use Only</i>
Full name of Child at time of birth		
Birth Date – Month & Year (\$10.00)	2 Year Search by Filing Year (\$15.00)	
Place of Birth (City, Town, Twp.)	County	
Father's Name	Mother's Full Maiden Name	
Additional Information		
<i>For a Record from the Period January 1901 – 1914</i>		
Full name of Child at time of birth		
Birth Date – Month & Year (\$10.00)	2 Year Search (\$15.00)	
Place of Birth (City, Town, Twp.)	County	
Father's Name	Mother's Full Maiden Name	
Additional Information		
<b>Make Check or Money Order Payable To:</b> <b>NEW JERSEY GENERAL</b> <b>TREASURY</b>	<i>Add \$2.00 for postage to addresses outside the U. S.</i>	\$
<i>TOTAL AMOUNT ENCLOSED</i>		\$

*One Check or Money Order per Form Please*

*Birth Req. rev. May 2014*