



WASHINGTON TOWNSHIP

HEALTH DEPARTMENT

43 SCHOOLEY'S MOUNTAIN ROAD
LONG VALLEY, MORRIS COUNTY, NEW JERSEY

Telephone (908) 876-3650
Fax (908) 876-5138

REQUIREMENTS FOR CERTIFIED COPIES OF BIRTHS/CIVIL UNIONS/MARRIAGES/DEATH CERTIFICATES

The State of New Jersey created new Certified Safety Paper for all Certified Copies of any Vital Statistics Records approximately 3 ½ years ago to assist with the fraud situation. Therefore New Jersey residents who need to get new/renewal New Jersey Drivers License, Passport or any dealings with Social Security must update their old records with this new Certified Safety Paper for their Certified Copy.

To obtain a Certified Copy of Birth/Civil Union/Marriage/Death records you need to contact the Registrar in the town the event occurred. Each town has their own ordinance for their own Vital Statistics Request Form/Fee. The Washington Township, Morris County Registrar, Kathy Wood, always keeps an updated phone/address list for all New Jersey Registrars.

If you would like to request a Certified Copy of Birth/Civil Union/Marriage/Death record for Washington Township, Morris County, please do the following:

- 1) Fill out the Washington Township, Morris County Vital Statistic Request Form:
 - a. Website: wtmorris.org
 - b. Bottom of first screen click on small red word Documents. Very next screen Under Health Department click on Vital Statistic Request Form.
 - c. The top portion of the form is your current name/address, reason for request, etc.; then fill out ONLY the section you need for the Certified Copy you want.
- 2) Two forms of Identification are required:
 - a. Photo drivers license with current address; if you do not have a drivers license, you can use utility bill or rent receipt, to show current address.
 - b. Birth certificate with parents names (to show relationship if request is for your parents/sibling/children and passport or social security card.
- 3) Washington Township, Morris County fee is \$10.00 per Certified Copy.
- 4) Checks must be made out to Washington Township Health Dept.
- 5) You can mail in your request with your 2 forms of ID and your fee or you can. Call to make an appointment with the Washington Township, Morris County Registrar.

Please contact Washington Township, Morris County Registrar, Kathy Wood, at (908) 876-3650 if you do not have access to the internet to get our Vital Statistics Request Form or if you need an appointment or have any questions or concerns. Thank you.