

CIVIL UNION CERTIFICATE

No Personal Checks Accepted!

Please Check Number of Copies Requested for **THIS** Certificate:

1 copy / \$15.00
 3 copies / \$31.00
 5 copies / \$47.00
 2 copies / \$23.00
 4 copies / \$39.00
 6 copies / \$55.00

Partner 1 - First	Middle	Last Name
Partner 2 - First	Middle	Last Name at time of Civil Union
Date of Civil Union	Place of Civil Union (City, Village or Town)	

I, the undersigned do hereby certify that as the person whose record is sought, or as the parent, guardian, or legal representative of the person, am legally entitled according to the Illinois State Statute to receive the requested certified copy. [Chap. 111-1/2, Sec. 73-25 (4)(b)]

Signature of Person Requesting Copy

Street Address, City, State, Zip

Relationship of Person Requesting Copy

Phone Number

FOR OFFICE USE ONLY

Reg. No.	Date
Drivers License or State ID No.	Searcher's Initials

In Person

- The request form at left filled out and brought in or the form can be filled out in the Clerk's Office.
- The appropriate amount of Cash. A Credit Card/Debit Card can be used, with an additional fee of \$2.50 per order.
- A valid photo ID such as a Driver's License or State ID of the person requesting the certified record(s). If you do not have a valid photo ID, see below under Current or Valid ID.

By Mail, Include the following:

- The request form at left filled out or the information written legibly in a letter.
- A Cashier's Check or Money Order for the appropriate amount made out to the County Clerk. If a request is received with a lesser amount than what is required to process the request, the request will not be processed and all items will be returned to the sender.
- A photocopy of a valid photo ID such as a Driver's License or State ID of the person requesting the certified record(s).
- The address where the certified record(s) are to be sent.
- For mail requests, send request form, photocopy of valid driver's license or state id along with payment to: Karen Kinney, Rock Island County Clerk, 1504 - 3 Ave., Rock Island IL 61201.

Online Service through VitalChek Network, Inc. is now available to purchase Rock Island County birth certificates. Enter www.vitalchek.com into your internet browser to use this service. **Must fax (309-786-7381) or email (coclerk@ricountyclerk.org) a photocopy of valid driver's license or state id before order can be processed by the County Clerk's Office.** All major credit cards are accepted, (including Master Card®, Visa®, Discover® and American Express®) and with an additional fee of \$10.00 per order.

Current or Valid Photo ID:

- If you do not have a current or valid photo id such as a driver's license or state issued photo identification (ID), we will need **(TWO)** pieces of documentation with your name, one of which must show you current address, to prove your identity. **ONE** piece of documentation can be a bill or other mail. The **OTHER** piece of documentation must be one of the following items:
 - o Medical/Car Insurance Card
 - o Bank Statement
 - o Public Assistance Card
 - o Paycheck stub with imprinted information
 - o Car Registration
 - o Credit Card Statement
 - o Voter Registration Card
 - o Active Duty Military ID with issue and expiration date
- Matricula Consular card Issued after October 2006 is acceptable on its own. However, if issued prior to October 2006, we need **ONE** additional documentation showing current address as noted above. If you do not have any of the items listed above, please submit a copy of a current utility bill (electricity, cellular phone, water, etc.) showing your name and your current address.
- If your driver's license is expired and you have an extension sticker on the back, you must submit a copy of both sides.
- If you have an expired driver's license that is no more than six months expired, we need **ONE** additional documentation showing your name and your current address.
- If you are writing from a state or federal agency, you can submit a copy of your photo work badge.
- **SOCIAL SECURITY CARDS ARE NOT ACCEPTABLE.**