

**CHAPTER 39**

**VITAL RECORDS**

**39-1-1**     **LOCAL REGISTRAR OF VITAL RECORDS.** The City Clerk shall serve as the Local Registrar of Vital Records.

**39-1-2**     **REPORTS OF BIRTHS AND DEATHS.** A report of all births, fetal deaths and deaths shall be made to the Local Registrar of Vital Records, which report shall contain all information required by law.

**39-1-3**     **RECORDS OF BIRTHS AND DEATHS.**

(A)           The Local Registrar of Vital Records shall keep a record showing all births, fetal deaths and deaths occurring within the City, which records shall include the information required to be kept by state statute.

(B)           Upon receipt of a written request from any applicant entitled to a search of the files of birth, death, and fetal death records and if upon search the record requested is found, the Local Registrar of Vital Records shall provide a certified copy of such record to the applicant entitled to such search upon payment of the following fees:

- (1) Birth Certificates
  - (a) First copy - \$5.00;
  - (b) Each additional copy - \$2.00.
- (2) Death Certificates
  - (a) First copy - \$14.00;
  - (b) Each additional copy - \$7.00.

**(Ord. No. 1285; 09-04-12)**

**39-1-4**     **APPLICANTS ENTITLED TO SEARCH VITAL RECORDS.** The following applicants shall be entitled to a search of vital records:

- (A)           A person pursuant to the order of a court of competent jurisdiction;
- (B)           In case of a birth certificate, the person, if of legal age, a parent or other legal representative of the person to whom the record of birth relates, or by a person having a genealogical interest;
- (C)           A department of the state or a municipal corporation or the federal government;
- (D)           In the case of a death or fetal death certificate, a person or his duly authorized agent, having a genealogical, personal or property right interest in the record.

**39-1-5**      **GENEALOGICAL INTEREST.** A genealogical interest shall be a proper purpose with respect to births which occurred not less than **seventy-five (75) years** and deaths which occurred not less than **twenty (20) years** before the date of the written request. Where the purpose of the request is a genealogical interest, the custodian shall stamp the certification or copy with the words FOR GENEALOGICAL PURPOSES ONLY.

**39-1-6**      **CONFORMANCE WITH STATE LAW.** The provisions of the statutes relative to vital records shall be fully complied with.

**(Ord. No. 1218; 07-06-09)**