

**PATRICIA "PATTY" LYCAN**  
**Crawford County Clerk/Recorder**  
**100 Douglas, P.O. Box 616**  
**Robinson, IL 62454**  
**Phone 618-546-1212 OR 618-544-2590**  
**Fax 618-546-0140**

**1 Photo ID and 1 other ID required**

**Special Application for Search of Birth and Death Record Files**

This application form is prescribed and furnished by the Illinois Department of Public Health for the uniform compliance to the requirements set forth in Illinois Statute Ch. 111 ½, par. 73-25.1(b). All applicants must complete this form and meet the eligibility requirements of paragraph 73-25(4)(b) of this Act.

Section A - Birth Information			
Name	First, Middle, Last		
Place of Birth	Street, RFD, Hospital	City or Town	County
Date of Birth	Month      Day      Year	Sex Male Female	Birth Number (if known)
Father's Full Name	First, Middle, Last		
Mother's Full Name	First, Middle, Last	Mother's Maiden Surname	
Section B - Death Information		Section C - Applicant Information	
Full Legal Name at Time of Death (First, Middle, Last)		Name (First, Middle, Last)	
For Female Decedents, Maiden Surname		Street Address	
Date of Death	Month, Day, Year	City, State, Zip	
Place of Death	City, County, State	Social Security No.	
Relationship to Decedent		Driver's License Number/State	
I affirm, under the penalties for perjury, that the representations made on this application are true to the best of my knowledge and belief.			
<b>Date</b>		Work Phone	
<b>Signature</b>		Home Phone	
<b>Reason for Certificate:</b>			

**Make checks or money orders payable to CRAWFORD COUNTY CLERK**

Death & Birth Records date back to 1877      Marriage records date back to 1817  
(Please keep in mind all records were not recorded)

**FEES      BIRTH CERTIFICATES**

Certified copies \$14.00 each (Additional certified copies are \$6.00 each)  
Uncertified copy of Birth Certificate \$2.00 each

**DEATH CERTIFICATES**

First Certified Copy \$14.00 (Additional certified copies are \$6.00 each )  
Uncertified copy of Death Certificate \$2.00

Fees revised as of 2-1-2004

## **ELIGIBILITY FOR COPIES OF BIRTH RECORDS**

Before we can consider your request for a certified copy, you must specify your eligibility to obtain it. Illinois law states certified copies of birth records may be issued only as listed:

**Upon the specific written request for a certified copy by the person 18 years of age or older, by a parent, or other legal representative of the person to whom the record of birth relates; or**

**Upon the specific written request for a certified copy by a department of the state or a municipal corporation of federal government; or**

**Upon the order of a court of record.**

**If you are eligible, please indicate on the application your relationship to the person registered, and return the application to this office with the required fee.**

**Any certified copies will be mailed back to the applicants address.**

## **ELIGIBILITY FOR COPIES OF DEATH RECORDS**

**I, the undersigned, do hereby certify that I am a person, or a duly authorized agent of a person, who has a personal or property right interest in the death certificate, and am legally entitled to the certificate, as specified by Illinois State Statute (Chap. 111-1/2, Sec. 73-25(4)(d)).**

**Return to:**

**Patricia Lycan**

**Crawford County Clerk  
P.O. Box 616  
Robinson, IL 62454**