

# ACCEPTABLE PROOFS OF ELIGIBILITY DOCUMENTATION

## Washington State Vital Records



DOH 422-178 July 2025

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [doh.information@doh.wa.gov](mailto:doh.information@doh.wa.gov).

Use the table below to decide which document will best prove your eligibility to obtain a certified copy of a birth or death certificate based on your relationship to the subject of the record (person named in the certificate). The Department of Health (DOH) Center for Health Statistics (CHS) created this document as a guide and should not be considered an exclusive list.

**PLEASE NOTE: You must submit a government-issued photo ID with all certificate orders to prove your identity.** If the name on your identity document differs from the name listed on the certificate or other documentation provided, please also provide proof of a legal name change.

Your Relationship to the Subject of the Record	Birth Certificate	Long Form Death Certificate	Short Form Death Certificate	Certificate of Birth Resulting in Stillbirth	Fetal Death Certificate
Self	If the name on your identity document matches the name listed on the certificate, no other proof is needed.	Not applicable	Not applicable	Not applicable	Not applicable
Spouse/Domestic Partner	A certified copy of the marriage or domestic partnership certificate that links you to the subject of the record.	If the name on your identity document matches the spouse's name listed on the certificate, no other proof is needed.  If the record doesn't name a spouse, <a href="#">the record may need an amendment to add a spouse.</a>	If the name on your identity document matches the spouse's name listed on the certificate, no other proof is needed.  If the record doesn't name a spouse, <a href="#">the record may need an amendment to add a spouse.</a>	Not applicable	Not applicable

<b>Your Relationship to the Subject of the Record</b>	<b>Birth Certificate</b>	<b>Long Form Death Certificate</b>	<b>Short Form Death Certificate</b>	<b>Certificate of Birth Resulting in Stillbirth</b>	<b>Fetal Death Certificate</b>
<b>Child</b>	A certified copy of the birth certificate that links you to the subject of record.	A certified copy of the birth certificate that links you to the subject of record.	A certified copy of the birth certificate that links you to the subject of record.	Not applicable	Not applicable
<b>Parent</b>	If the name on your identity document matches one of the parent names listed on the birth record, no other proof is needed.	If the name on your identity document matches one of the parent names listed on the death record, no other proof is needed.	If the name on your identity document matches one of the parent names listed on the death record, no other proof is needed.	If the name on your identity document matches the name of the person who gave birth listed on the fetal death record, no other proof is needed.  Note: Only the person who gave birth is eligible.	If the name on your identity document matches one of the parent names listed on the fetal death record, no other proof is needed.
<b>Stepparent</b>	A certified copy of the marriage or domestic partnership certificate that links you to a parent named on the birth record.	A certified copy of the birth certificate and a certified copy of the marriage or domestic partnership certificate that links you to the subject of the record.	A certified copy of the birth certificate and a certified copy of the marriage or domestic partnership certificate that links you to the subject of the record.	Not applicable	Not applicable
<b>Stepchild</b>	A certified copy of the birth certificate and the marriage certificate that links you to the subject of the record.	A certified copy of the birth certificate and the marriage certificate that links you to the subject of the record.	A certified copy of the birth certificate and the marriage certificate that links you to the subject of the record.	Not applicable	Not applicable

<b>Your Relationship to the Subject of the Record</b>	<b>Birth Certificate</b>	<b>Long Form Death Certificate</b>	<b>Short Form Death Certificate</b>	<b>Certificate of Birth Resulting in Stillbirth</b>	<b>Fetal Death Certificate</b>
<b>Sibling</b>	A certified copy of the birth certificate that links you to a parent listed on the requested record.	A certified copy of your and the decedent's birth certificates that indicate a shared parent.	A certified copy of your and the decedent's birth certificates that indicate a shared parent.	Not applicable	A certified copy of the birth certificate that links you to a parent listed on the requested record.
<b>Grandparent</b>	A certified copy of the birth certificate that links you to a parent listed on the requested record.	A certified copy of each birth certificate that links you to a parent listed on the requested record.	A certified copy of each birth certificate that links you to a parent listed on the requested record.	Not applicable	A certified copy of the birth certificate that links you to a parent listed on the requested record.
<b>Grandchild</b>	A certified copy of each birth certificate (you and your parent) that links you to the subject of the record.	A certified copy of each birth certificate (you and your parent) that links you to the subject of the record.	A certified copy of each birth certificate (you and your parent) that links you to the subject of the record.	Not applicable	Not applicable
<b>Great Grandparent</b>	A certified copy of each birth certificate that links you to a parent listed on the requested record.	A certified copy of each birth certificate that links you to a parent listed on the requested record.	A certified copy of each birth certificate that links you to a parent listed on the requested record.	Not applicable	Not applicable
<b>Great Grandchild</b>	A certified copy of each birth certificate (for each degree of separation) that links you to the subject of the record.	A certified copy of each birth certificate (for each degree of separation) that links you to the subject of the record.	A certified copy of each birth certificate (for each degree of separation) that links you to the subject of the record.	Not applicable	Not applicable

Your Relationship to the Subject of the Record	Birth Certificate	Long Form Death Certificate	Short Form Death Certificate	Certificate of Birth Resulting in Stillbirth	Fetal Death Certificate
<b>Legal Guardian</b> <b>A person who serves as a guardian for the purpose of either legal or custodial matters, or both, relating to the person for whom the guardian is appointed. The term legal guardian includes, but is not limited to, guardians appointed pursuant to chapters 11.130 and 13.36 RCW. RCW 70.58A.010(21).</b>	A certified copy of valid guardianship papers, certified by the court, naming you as the legal guardian of the subject of record.	A certified copy of valid guardianship papers, certified by the court, naming you as the legal guardian of the subject of record.	A certified copy of valid guardianship papers, certified by the court, naming you as the legal guardian of the subject of record.	Not applicable	Not applicable
<b>Next of Kin</b> <b>If you are not qualified under another relationship, you may qualify as next of kin listed in RCW 11.28.120.</b> <ul style="list-style-type: none"> <li>• Spouse/Domestic partner</li> <li>• Child</li> <li>• Parent</li> <li>• Sibling</li> <li>• Grandchild</li> <li>• Niece/Nephew</li> </ul>	Not applicable	A certified copy of each birth certificate (for each degree of separation) that links you to the subject of the record.	A certified copy of each birth certificate (for each degree of separation) that links you to the subject of the record.	Not applicable	Not applicable

<b>Your Relationship to the Subject of the Record</b>	<b>Birth Certificate</b>	<b>Long Form Death Certificate</b>	<b>Short Form Death Certificate</b>	<b>Certificate of Birth Resulting in Stillbirth</b>	<b>Fetal Death Certificate</b>
<b>Legal Representative</b> <b>A licensed attorney representing either the subject of the record or a qualified applicant. RCW 70.58A.010(22).</b>	A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record or a qualified applicant.	A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record or a qualified applicant.	A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record or a qualified applicant.	Not applicable	A certified copy of court records or legal documentation that authorizes you to act on behalf of a qualified applicant.
<b>Authorized Representative</b> <b>A person permitted to receive a certification who is:</b> <b>(a) identified in a notarized statement signed by a qualified applicant; or</b> <b>(b) an agent identified in a power of attorney as defined in Chapter 11.125 RCW. RCW 70.58A.010(3).</b>	An Authorized Representative form or Power of Attorney documentation that authorizes you to act on behalf of the subject of the record or a qualified applicant.	An Authorized Representative form or Power of Attorney documentation that authorizes you to act on behalf of a qualified applicant.  Power of Attorney documentation cannot be used for the subject of the record, because it ends upon death.	An Authorized Representative form or Power of Attorney documentation that authorizes you to act on behalf of a qualified applicant.  Power of Attorney documentation cannot be used for the subject of the record, because it ends upon death.	Not applicable	An Authorized Representative form or Power of Attorney documentation that authorizes you to act on behalf of a qualified applicant.

<b>Your Relationship to the Subject of the Record</b>	<b>Birth Certificate</b>	<b>Long Form Death Certificate</b>	<b>Short Form Death Certificate</b>	<b>Certificate of Birth Resulting in Stillbirth</b>	<b>Fetal Death Certificate</b>
<b>Government Agency</b> <b>Includes state boards, commissions, committees, departments, educational institutions, or other state agencies which are created by or pursuant to statute, other than courts and the legislature; county or city agencies, United States federal agencies, and federally recognized tribes and tribal organizations. RCW 70.58A.010(16).</b>	<p>An identification card issued by the government agency that has your full name and photograph.</p> <p>A document or letter from a government agency stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>	<p>An identification card issued by the government agency that has your full name and photograph.</p> <p>A document or letter from a government agency stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>	<p>An identification card issued by the government agency that has your full name and photograph.</p> <p>A document or letter from a government agency stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>	Not applicable.	<p>An identification card issued by the government agency that has your full name and photograph.</p> <p>A document or letter from a government agency stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>

<b>Your Relationship to the Subject of the Record</b>	<b>Birth Certificate</b>	<b>Long Form Death Certificate</b>	<b>Short Form Death Certificate</b>	<b>Certificate of Birth Resulting in Stillbirth</b>	<b>Fetal Death Certificate</b>
<b>Courts</b>	<p>An identification card issued by the court that has your full name and photograph.</p> <p>A document or letter from the court stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>	<p>An identification card issued by the court that has your full name and photograph.</p> <p>A document or letter from the court stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>	<p>An identification card issued by the court that has your full name and photograph.</p> <p>A document or letter from the court stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>	Not applicable	<p>An identification card issued by the court that has your full name and photograph.</p> <p>A document or letter from the court stating that it will use the certificate in the conduct of official duties.</p> <p>A certified copy of court records or legal documentation that authorizes you to act on behalf of the subject of the record.</p>
<b>Title Insurer or Title Insurance Agent</b>	Not applicable	Not applicable	An official document or letter that authorizes you as the title insurer or title insurance agent handling a real property transaction on behalf of the subject of the record or the estate.	Not applicable	Not applicable

Your Relationship to the Subject of the Record	Birth Certificate	Long Form Death Certificate	Short Form Death Certificate	Certificate of Birth Resulting in Stillbirth	Fetal Death Certificate
<b>Funeral Director or Funeral Establishment</b> <b>A funeral director is a person licensed under chapter 18.39 RCW as a funeral director. RCW 70.58A.010(14).</b> <b>A funeral establishment is a place of business licensed under chapter 18.39 RCW as a funeral establishment. RCW 70.58A.010(15).</b>	Not applicable	An official business document that identifies you as employed by or associated with the funeral establishment listed on the requested record.  Note: A Funeral Director or funeral establishment is eligible only within the 12 months after the date of death.	An official business document that identifies you as employed by or associated with the funeral establishment listed on the requested record.  Note: A Funeral Director or funeral establishment is eligible only within the 12 months after the date of death.	Not applicable	An official business document that identifies you as employed by or associated with the funeral establishment listed on the requested record.  Note: A Funeral Director or funeral establishment is eligible only within the 12 months after the date of death.
<b>Person who has the right to control the disposition of human remains under RCW 68.50.160 named on the record</b>	Not applicable	Documentation, such as court records or other legal documents, that authorizes you to control the disposition of the subject of the record's human remains.  Note: The person controlling disposition is eligible only within the 12 months after the date of death.	Documentation, such as court records or other legal documents, that authorizes you to control the disposition of the subject of the record's human remains.  Note: The person controlling disposition is eligible only within the 12 months after the date of death.	Not applicable	Not applicable



Your Relationship to the Subject of the Record	Birth Certificate	Long Form Death Certificate	Short Form Death Certificate	Certificate of Birth Resulting in Stillbirth	Fetal Death Certificate
Determination related to the death or protection of a personal or property right related to the death	Not applicable	Not applicable	Documentation, such as court records or other legal documents, that the requested certificate is necessary for a determination related to the death or protecting a personal or property right related to the death.	Not applicable	Not applicable