

## Who is Eligible to Receive Certified Copy Of An AZ Fetal Death Record (A.C.C. R-9-19-314)

Arizona is a "closed record" state. That means that vital records are not public record.

Arizona law identifies those who are eligible to receive a certified copy of an Arizona death record:

### Who is Eligible to Apply in Arizona:

1. A parent of a fetus or a person who is of legal age and who is authorized by a parent of the fetus may request a certified or noncertified copy of a certificate of fetal death registration for the fetus
2. For a parent whose name is not included in the registered fetal death record, documentation demonstrating that the person submitting the request is a parent of the fetus
3. A person authorized by a parent of the fetus to receive a certified or noncertified copy of the certificate of fetal death registration for the fetus
4. Only persons 18 years of age or older may obtain a certified copy of a certificate of birth resulting in stillbirth. In addition, to protect the confidentiality rights of our citizens, Arizona law specifies that only the parents listed on the record or another

person authorized by one of the parents may obtain a certified copy of a certificate of birth resulting in stillbirth

### Presenting documentation and forms of ID in languages other than English:

**Note:** An applicant presenting documents from a foreign country as proof of relationship or proof of eligibility must provide certified copies of the documents. Photocopies are not acceptable. The applicant must also provide a certified translation of the documents.

### How to Apply for a Certified Copy:

#### Apply In Person

[We offer same day service for eligible applicants](#) requesting certified copies from all 4 of our locations.

At our office, please be prepared to:

1. Complete and sign an application
2. Provide your current and valid government issued photo ID with your signature or have your application notarized
3. Provide any additional factual documentation to prove relationship or eligibility as required
4. Appropriate fee
5. Be certain you signed your application, provided a reliable phone number

**Note:** We will not be able to provide same day service for ineligible applicants or for applicants who do not have a valid, current, government issued photo ID with their signature.

The average processing time for applications submitted through the mail is five business days from the date received by MCOVR

### Apply by Mail

Download applications and forms at [www.MaricopaVitalRecords.com](http://www.MaricopaVitalRecords.com)

The instructions for completing an application by mail are the same as above under Apply in Person.

### Expedited Service

VitalChek, Inc. is an independent company the state has partnered with to provide online ordering. Additional fees apply much like a UPS or FedEx service.

The same rules and requirements concerning eligibility and possible required documents and fees apply when making a request.

VitalChek, Inc. accepts major credit cards including American Express®, Discover®, MasterCard®, or Visa®.

Fees:

Certified Copy - \$20.00  
Correction\Amendment - \$30.00\*

\*Includes 1 Certified Copy

Accepted Forms of Payment:

Money Order  
Cashier's Check  
\*\*Visa  
\*\*MasterCard

\*\*Credit card holder's valid government issued, signed photo ID is required

Mailing Address

Maricopa County Office of Vital Registration  
PO Box 2111  
Phoenix, AZ 85001

2016 Update

The State of Arizona recently revised the rules that govern how vital records are managed.

Please take a few moments to read carefully.

Information has been revised.

[www.MaricopaVitalRecords.com](http://www.MaricopaVitalRecords.com)

**4 Locations VALLEYWIDE**

\*\* Same Day Service  
\*\* Printable Forms

Central Valley

3221 N. 16<sup>th</sup> St. Ste. 100  
Phoenix, AZ 85016

North Valley

2423 W. Dunlap Ave., Ste. 110  
Phoenix, AZ 85021

East Valley

4419 E. Main St. Ste. 105  
Mesa, AZ 85205

West Valley

1850 N. 95<sup>th</sup> Ave. Ste. 182  
Phoenix, AZ 85037

Hours: 8:00am - 4:30pm

Phone: 602-506-6805



**Office of Vital Registration**

How to Apply for a  
Certified Copy of an Arizona  
Fetal Death Certificate

[www.MaricopaVitalRecords.com](http://www.MaricopaVitalRecords.com)

