CORRECTION ON A BIRTH RECORD

If you wish to make simple corrections on a birth certificate, please send the following:

a. notarized Affidavit for Correction,
b. copies of 2 supporting documents,
c. a copy of your photo ID,
d. $27.00, which includes one certified amended certificate, any additional copies are $12.00 each, fees are subject to change.
   Effective January 1, 2020.
e. one check or money order for the total
f. mail to:
   Montana Vital Records
   PO Box 4210
   Helena MT  59604

You may call 406-444-9039 or 406-444-4226 for help.

SUGGESTIONS AS TO WHERE DOCUMENTS MAY BE OBTAINED ARE LISTED BELOW. THE DOCUMENTS MUST SHOW THE REQUIRED INFORMATION

1. Baptismal Record – From the pastor or the church where baptized
2. Military Records, a DD214 is usually a good one
3. School Records or Transcript
4. Marriage License - Clerk of the District Court, in the county where issued. (not a marriage certificate)
5. A Copy of your Child's State Birth Certificate that shows your name, date, and place of birth
6. Voting Registration Information - County Clerk and Recorder
7. Numident from Social Security - contact your local Social Security Office or us for an address to write to in Baltimore, there is a fee.
8. School Census Record - County Superintendent of Schools.
9. Federal Census Record - Bureau of the Census, Pittsburgh, Kansas
10. Physician's Office Record
11. Hospital Records (If ever hospitalized) – contact Medical Records at the hospital
12. Employment Record - from the employer.
13. Insurance Policy - that portion including the application, or a statement from the home office if the policy is no longer in force
14. Fraternal Order Entrance Application - Secretary of the Lodge
15. Copy of Application for Savings Account – from Bank Cashier
16. Immunization Records

BOTH DOCUMENTS MUST SHOW YOUR FULL NAME AND DATE OF BIRTH. ONE OF THESE MUST ALSO INCLUDE YOUR PLACE OF BIRTH. THE DOCUMENTS MUST BE AT LEAST 5 YEARS OLD

ONLY ONE DOCUMENT OF EACH TYPE CAN BE ACCEPTED