

Birth Certificates

If you do not have a certified copy (a copy with a raised seal) of your child's birth certificate and the child was born in **Cook County**, you may obtain a birth certificate in one of 5 methods:

1. [Order Online](#)
2. Order By Phone
 - Call Toll-Free: (866) 252-8974
3. Write us
 - Mail your request to:
Cook County Clerk David Orr
Bureau of Vital Records
P.O. Box 641070
Chicago, IL 60664-1070
 - Include the following items:
 - a completed [Birth Certificate Request Form*](#)
 - a photocopy of your [photo identification](#)
 - a check or money order payable to the Cook County Clerk for \$15 (additional copies of the same record cost \$4 each)
 - a self-addressed stamped envelope
 - **Note: Be sure to include your phone number with your mail request.**
4. Go to a local Currency Exchange
 - Call (847) 759-8905 for Currency Exchange hours and locations in Chicago and suburban Cook County, or visit www.mycurrencyexchange.com.
 - There is a \$5 surcharge for records obtained at Currency Exchanges.
5. Visit us in person at any of the 6 locations. Check the website below for addresses.
http://www.cookcountyclerk.com/aboutus/hours_locations/Pages/VitalRecords.aspx

If your child was born in **DuPage County**, you may obtain the certificate by going to the DuPage County Clerk's Office, 421 N. County Farm Road, Wheaton, IL 60187, Monday-Friday, 8:00 AM to 4:30 PM and fill out an application.

Or download an application to mail. Fill out the application and mail it along with a photocopy of a current and valid acceptable form of identification and a check or money order made payable to the DuPage County Clerk to:

Paul Hinds
DuPage County Clerk
P.O. Box 1028
Wheaton, IL 60187

The fee is \$14 for the first copy and \$2 for each additional copy of the same certificate, requested at the same time.

Acceptable forms of identification :

- Illinois Drivers License
- Illinois State Identification Card
- U.S. Military Identification Card
- Selective Service Card
- Out-of-State Drivers License
- U.S. Naturalization Certificate
- U.S. Immigration Card
- U.S. Passport