

# Mindy D. Garrett – Schuyler County Clerk

Schuyler County Courthouse • 102 S Congress St • Suite 104 • Rushville, Ill 62681

[Clerk85@schuylercounty.org](mailto:Clerk85@schuylercounty.org) • Phone: (217) 322-4734 • (217) 322-6164

## APPLICATION FOR VITAL RECORDS SEARCH

Name of Person Completing Application: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street

City

State

Zip

Daytime Phone: \_\_\_\_\_

**Please note:** For birth and marriage records, your name must appear on the record or you must provide documents authorizing entitlement to the record.

### BIRTH RECORD: Search/Single Copy Fee: \$15 - Additional Copies: \$6 Genealogy Copy Fee: \$3

Name on Record		No. of Copies
Date of Birth		
Mother's Maiden Name		
Father's Name (If applicable)		
Requested By	<input type="checkbox"/> Self <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Legal Guardian Other _____	

### MARRIAGE/CIVIL UNION RECORD: Search/Single Copy Fee: \$15- Additional Copies: \$6 Genealogy Copy Fee: \$3

Date of Ceremony		Record Type	<input type="checkbox"/> Marriage <input type="checkbox"/> Civil Union
<i>Please supply both applicants' names, including the last name on birth certificate, if different.</i>			No. of Copies
Applicant 1			
Applicant 2			
Requested By	<input type="checkbox"/> Applicant 1 <input type="checkbox"/> Applicant 2 Other _____		

### DEATH RECORD: Search/Single Copy Fee: \$19 - Additional Copies: \$10 Genealogy Copy Fee: \$3

Name on Record		No. of Copies
Date of Death		
Requested By	<input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Parent Other _____	

I, the undersigned Applicant, swear or affirm that the representations made on this application are true to the best of my knowledge and belief.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

#### Include the following to obtain a record by mail:

- Completed application signed by applicant.
- Copy of government issued Photo ID or documents from the attached list.
- Check made payable to "Schuyler County Clerk". Do not send cash.
- If you are a legal guardian, you must include documents authorizing access to the record.
- Self-addressed stamped envelope.