

## GUIDELINE FOR BIRTH CORRECTION

The following requirements are necessary to establish a Birth Correction:

- This information is intended as a guideline only and should not be relied upon as a comprehensive list of duties in a birth correction.
- You will need to provide a certified copy of your birth certificate. The court will make a copy and return the certified copy to you.
- The application must be typed or legibly printed in ink, sworn to, and signed in front of a Notary Public or other person authorized by law to administer oaths.
- An affidavit of the physician or certified nurse-midwife in attendance must accompany the application. If that is not available, affidavits of at least two persons having knowledge of the facts stated must accompany the application. Those affidavits must be from a person who is at least five years older than the applicant. Affiants should be relatives or long-time acquaintances such as a long-time family friend. If it is impossible to find an affiant who is five years older than the applicant and familiar with the facts, the next best affiants should be used, such as younger relatives. The affidavits must be sworn to and signed in front of a Notary Public or other person authorized by law to administer oaths.
- Applicant must provide documentary evidence to support their application.
- Court costs for a birth correction are listed on the Court's website.
- Please provide your telephone number to the court in the event a clerk may need to contact you after your application has been filed.
- Upon completion and filing of the application, it will be presented to the Probate Judge for review. When the Judge has signed the order that the information will be corrected, it will be sent to the Ohio Department of Health, Vital Statistics, P.O. Box 118, Columbus, OH 43216-0118. For future reference, the record will always be located in the Probate Court of the county in which it was filed and at the Ohio Department of Health, Vital Statistics.