Print

Reset

VS-41 Rev. 12.2025

Kentucky Public Health
Prevent. Promote. Protect.

AFFIDAVIT OF HOMELESS STATUS FOR FEE EXEMPT CERTIFIED RECORD OF BIRTH

PLEASE READ THE INFORMATION AND REQUIRMENTS SECTION BEFORE COMPLETING THIS AFFIDAVIT

Pursuant to **KRS 213.141(d),** no fee or compensation shall be allowed or paid for furnishing a certificate of birth record to a qualified homeless individual, provided the individual has been verified as homeless. This affidavit must be used for the purpose of requesting a fee exempt copy of birth record.

HOMELESS SERVICES PROVIDER

To be completed by a "homeless services provider" (See authorized list on reverse side)

Entity Name of Homeless Services Provider Furnishing Verification of Homelessness:

_____

Address: _____

Phone Number: _____ **E-mail:** _____

I, _____ swear or affirm, to the best of my knowledge and belief
Printed Name of Agent for Provider

that on the date listed below in this section, _____
Printed Name of Homeless Person or Homeless Child or Youth

is a homeless person or homeless child or youth, as defined by KRS 198A.700 or 42 U.S.C. sec. 11434a(2), and that I meet the requirements of a "homeless services provider" as defined by KRS 213.141.

Signature of Agent for Provider _____ **Date** _____

INFORMATION

- A fee exempt certified copy of a birth record may be obtained from the State Registrar for a registrant who was born in Kentucky.
- Each eligible person may only receive one fee exempt birth record, per application.
- Requests for fee exempt copies are still subject to other requirements outlined in the application for obtaining copies of birth records.
- Applications for a certified copy of a birth record may be obtained by visiting the Office of Vital Statistics website or by selecting and downloading the link provided at https://chfs.ky.gov/agencies/dph/dehp/vsb/Forms/VS37BirthApp.pdf.

AFFIDAVIT OF HOMELESS STATUS FOR FEE EXEMPT CERTIFIED RECORD OF BIRTH

REQUIREMENTS

Requirements for eligibility to receive a fee exempt certified copy of a birth record:

- Any entity or person lawfully entitled to request a certified copy of a birth record on behalf of a homeless person, child, or youth.
- Per KRS 213.141 (4)(d), A "homeless person" or a "homeless youth" have the same meaning as defined in KRS 198A.700 or 42 U.S.C. sec. 11434a(2).
- A "homeless services provider," as defined by KRS 213.141 (4)(d)(1) - (4), who has knowledge of a person's status as homeless, must provide verification through completion of the affidavit.
- The affidavit will not be considered complete unless completed and signed by the homeless services provider making the request for the certified copy of the birth record.
- **Provide a copy of your (the requester's) ID**, which is either: an agency-issued photo ID or a state-issued driver license for you, the requester, and a copy of your business card or organization-issued name tag (if it does not include a photo).
- Mail the **affidavit**, **printed application**, and copy of the **requester's identification** to:

Office of Vital Statistics
275 East Main Street 1E-A
Frankfort, KY 40621-0001

HOMELESS SERVICES PROVIDERS

A "homeless services provider" includes:

- **Director or designee of a governmental or nonprofit agency.**
  KRS 213.141 (4) (d) 1 states… *"A director or designee of a governmental or nonprofit agency that receives public or private funding to provide services to homeless people;"*

- **Local educational agency liaison.**
  KRS 213.141 (4) (d) 2 states… *"A local educational agency liaison for homeless children and youths designated pursuant to 42 U.S.C. sec. 11432(g)(1)(J)(ii), or a school social worker or school counselor;*"

- **Director or of a federal TRIO Program, Gaining Early Awareness and Readiness for Undergraduate Program.**
  KRS 213.141 (4) (d) 3 states… *"The director or director's designee of a federal TRIO Program or a Gaining Early Awareness and Readiness for Undergraduate Program; or*"

- **A financial aid administrator.**
  KRS 213.141 (4) (d) 4 states… *"A financial aid administrator for an institution of higher education.*"