The Commonwealth of Massachusetts
Registry of Vital Records and Statistics (RVRS)
150 Mount Vernon Street, 1st Floor
Dorchester, MA 02125-3105
www.mass.gov/dph/rvrs

RVRS USE ONLY
32 / 42
B _____
D _____
M _____
Total $_____

APPLICATION FOR VITAL RECORD

RVRS Maintains Massachusetts Birth, Marriage, and Death records from **1936 to the Present**

Please carefully review the application instructions on the next page

BIRTH RECORD **Number of Copies:** **X $32.00 Standard or $42.00 Expedited = $**

Name of Subject:_____
(first) (middle) (surname at Birth or Adoption)

Date of Birth: | Massachusetts City / Town of Birth:

Parent 1 Name:_____
(first) (middle) (surname) (surname at Birth or Adoption)

Parent 2 Name:_____
(first) (middle) (surname) (surname at Birth or Adoption)

MARRIAGE RECORD **Number of Copies:** **X $32.00 Standard or $42.00 Expedited = $**

PARTY A:_____
(first) (middle) (surname) (surname at Birth or Adoption)

PARTY B:_____
(first) (middle) (surname) (surname at Birth or Adoption)

Date of Marriage: | Massachusetts City/Town where *Intention of Marriage* was filed:

DEATH RECORD **Number of Copies:** **X $32.00 Standard or $42.00 Expedited = $**

Name of Deceased _____
(first) (middle) (surname) (surname at Birth or Adoption)

Spouse's Name _____
(first) (middle) (surname) (surname at Birth or Adoption)

Date of Death: | Massachusetts City / Town of Death:

SOCIAL SECURITY NUMBER (SSN) IS NO LONGER LISTED ON MASSACHUSETTS DEATH CERTIFICATES

Access to SSN information is limited to those individuals with a legitimate need for the full SSN.

Please see this link for SSN eligibility guidelines and information: **https://www.mass.gov/doc/rvrs-guide-for-ssn/download**

☐ Check here to request that SSN be included (be sure to review the requirements at the link above, list your legitimate need category below, and include the required evidence)

Legitimate Need Category:_____

Relationship of requester to subject(s) named on record(s): _____

Reason for requesting the search: ☐ **Dual Citizenship** ☐ **Passport/ Driver's license** ☐ **Education** ☐ **Benefits** ☐ **Other**_____

Mail to Name:
Address: Apartment #
City/State/ZIP Code:
Your signature:
Date of request:_____ month/day/year

INSTRUCTIONS

RVRS Maintains Records for Massachusetts Births, Marriages, and Deaths that occurred from 1936 to the present.

General Instructions:

A mailed vital records request **must** include the following:

- ☐ A completed *Application for Vital Record* form. (Limit of five (5) searches per request)
- ☐ A photocopy of a government issued photo ID of the person making the request. (see below for additional ID options)
- ☐ A postage-paid, self-addressed envelope (letter-sized minimum) or a pre-paid package carrier envelope (UPS, FEDEX, etc).
- ☐ A **$32.00** check/money order for each copy requested or **($42.00** for an Expedited request).
  Payable to*: The Commonwealth of Massachusetts.*

Please Mail to:

Massachusetts Registry of Vital Records and Statistics (RVRS)
150 Mt. Vernon St, 1st floor
Dorchester, MA 02125

To Avoid Delays: Please Print Clearly - Do Not Staple or Tape Payment to the Request Form - DO NOT MAIL CASH

Request Form Instructions:

- **Please complete only the event section(s) for which you are requesting a Copy.**
- **You MUST provide the Name(s) of the Subject(s) or Party(s) or Deceased, and an estimated date/year of event.**
- **Please enter as much of the additional requested information as you have available.**
- **If a Date of Event is not provided, our archivists will search the most recent 10 years.**

What if I'm Unsure of the Exact Day of the Event?

If you are unsure of the exact day of the event, please choose a day within the year you believe it occurred. Our archivists will conduct a 10-year search based on the date you provide (five years before the date and five years after).

What if I'm Unsure of the City or Town?

If you are unsure of the Massachusetts City or Town where the event occurred (or where the Marriage Intentions were filed), please make your best guess. Our archivists will conduct a search of all Cities and Towns in Massachusetts.

What does the Fee Include?

*The Fee provides for a 10-year record search using the information provided (5 years before the date provided and 5 years after). If a responsive record **IS** located, a certified copy will be issued. If a responsive record is **NOT** located, a certified Negative Statement of Event will be issued.*

What is a Negative Statement?

This certified document states that no responsive record could be located based on the information provided. This document is essential if a delayed record must be established, or an existing record must be corrected. Each additional 10- year search span is equivalent to the cost of one search ($32/$42 per 10-year search).

Where can I find records for events that occurred prior to 1936?

Records of events that occurred prior to 1936 may be available at the Massachusetts State Archives 617-727-2816. Pre-1936 birth and death records may also be obtained at the City/ Town where the event occurred. Pre-1936 marriage records may also be obtained at the City/Town where the marriage intentions were filed.

Which Types of ID are Accepted?

*Preferably a photocopy of a Government Issued Photo ID (Driver's license, Passport, etc.) -Can be **recently** expired.*

*In lieu of the above, you may provide **for review**, photocopies of **at least TWO** of the following items:*

- *Photo ID from Work or School*
- *Personal Documents (Utility Bills, W-2 Form, Pay Stub, Library Card, Military ID, etc.)*
- *Massachusetts Issued ID Cards (RMV, SNAP, DTA, etc.)*
- *Correctional Facility ID*

Please Note: This information is destroyed when record access eligibility has been established.

Additional questions? Please email: RVRSGeneralInfo@mass.gov