Ordering a Commemorative Certificate of Stillbirth

OREGON HEALTH AUTHORITY
Center for Health Statistics

To receive a certificate, you must:

- ☐ Sign the completed form.
- ☐ Include the payment for your order.
- ☐ Include a copy of your current ID (words must be legible and photo must be clear).
  - Tip: take a photo of your ID and print it instead of using a copy machine.
  - Visit bit.ly/OR-Eligibility for a list of acceptable ID.
- ☐ Be eligible to receive the certificate and, if necessary, provide proof of eligibility.
  Only biological parents are eligible to receive a Commemorative Certificate of Stillbirth.
  Visit bit.ly/OR-Eligibility for more information on documentation needed to prove eligibility.

The Commemorative Certificate of Stillbirth provides limited information about the stillbirth printed on parchment paper and is meant for display.

It is NOT a legal document.

Note: In order for this certificate to be issued, a fetal death record must have been registered with Oregon Vital Records.

Oregon law requires the filing of a fetal death record when fetal death occurs after the fetus reaches 350 grams or 20 completed weeks of gestation. ORS 432.143
Parents may ask the birthing facility to file a fetal death record when the law does not require one to be filed.

Helpful hints for completing the form:

- If possible, type in the answers before printing the form. If completing by hand, print clearly.
- Provide all names (first, middle and last) in their complete and legal form. Do not shorten the names or use initials unless they match what is on the record.
  - Example: Thomas Example Smith -NOT- Tom E. Smith
- Mother/Parent A's legal name at birth/prior to first marriage is also known as maiden name. This is the name of the parent at THEIR birth, not at the delivery of the child.
- Make sure you include how many certificates you wouldl ike to order. (top of the form)

Please do not staple any documents or checks to the order form.

(04/26)

OREGON HEALTH AUTHORITY

Oregon Commemorative Certificate of Stillbirth Order Form

Print Reset form

Commemorative Certificate of Stillbirth

☐ How many?

- Available for stillbirths from 1999 - Present
- $25 for each certificate

1. Full name of child:	(first)	(middle)	(last)
2. Date of delivery: (mm/dd/yyyy)	3. Sex:	4. Place of delivery: (city)	(county) Oregon
5. Mother/Parent A's legal name at their birth/prior to first marriage:	(first)	(middle)	(last name at mother/parent A's birth)
6. Father/Parent B's legal name at their birth/prior to first marriage:	(first)	(middle)	(last name at father/parent B's birth)
7. Your relationship to child named in line 1*: ☐ Parent	*Only biological parents can order commemorative certificates.		
8. Reason for needing certificate:			
9. Daytime phone number:	10. Email:		
11. Name of person ordering:			
12. If mailing to someone other than yourself:	(name of other person, company, or organization)		
13. Mailing address:	(street address or PO box)		} Certificates will be shipped to this address.
14. Mailing City/State/ZIP:			
15. ☐ **Person ordering: Include legible copy of current, calid photo ID.** See page 2 for alternative ID options. **Include additional eligibility documents (if needed).** Visit bit.ly/OR-Eligibility for more information.			
16. Required signature of person ordering:			

Warning: Providing false information is a felony under ORS 432.993.

In accordance with law ORS 432.148, the Commemorative Certificate of Stillbirth is available only for stillbirths occurring on or after January 1, 1999. Requests are restricted to the biological parents.

$25 fee for the initial record search includes one certificate. Each additional copy is also $25.

The fee is non-refundable once the search for the record has been completed. (Oregon Administrative Rule OAR 333-011-0340(1)).

Mail to:
Oregon Vital Records
PO Box 14050
Portland OR 97293-0050

Drop Box Location:
800 NE Oregon St
Portland OR 97232

Make checks/money orders payable to:
OHA/Vital Records
Payments must be in U.S. Dollars
Please Do Not Send Cash

A penalty, not to exceed $35, may be assessed for Non-Sufficient Funds checks per ORS 30.701(5).

See page 2 of form for additional information.

This form is available in alternate formats. See page 2 for details.

You can get this document in other languages, large print, braille, or a format you prefer. Contact 971-673-1190 (voice), email CHS.VitalRecords@oha.oregon.gov, or fax 971-673-1203. We accept all relay calls or you can dial 711.

When ordering a certificate, applicants must provide proof of their identity and may need to provide additional documents to prove their eligibility.

Visit bit.ly/OR-Eligibility or call 971-673-1190 for more information.

Alternative identification you can send with your mail or drop box order:
If you don't have a valid driver's license, ID card, or passport, send photocopies of three (3) different documents that include your name. At least one document must list your current address. Suggested documents are listed below.

Documents such as the following must have a current mailing address and can be no more than 30 days old:

- Utility bill (for example, telephone, gas, electric, water, garbage removal) or other bill
- Insurance statement, medical statement, or paycheck stub

Other documents such as the following may be used, but may not be expired:

- Court or parole documents
- Valid work ID, unemployment statement, food stamp, or other benefit cards (copy both sides)
- Permit for firearms, fishing, hunting, or other license
- Vehicle registration, title, or insurance statement

For a full list of documents, go to bit.ly/OR-Eligibility.

For the commemorative certificate of stillbirth, if you are the parent and have no ID or other documents, you will need to have the other parent request the certificate of stillbirth or obtain ID before placing an order for the record.

How long does it take to receive this certificate? Processing times vary depending on workload. Visit the Order a Certificate menu of our website at www.HealthOregon.org/chs or call 971-673-1190 for the latest processing times. The following scenarios may also cause further delays: 1) Missing payment 2) Missing ID 3) Missing eligibility documents 4) Inaccurate or incomplete order form information 5) An amendment is being processed 6) The record is not on file.
If something additional is needed from you, we will reach out to you by mail or secure email.

We recommend that orders for the Commemorative Certificate of Stillbirth be placed by mail or drop box. There is no option to order this certificate on the web or by telephone. We also do not recommend that this certificate be ordered in person as it cannot be immediately produced from the system and needs to be mailed to the applicant after the order has been received.

Visit www.HealthOregon.org/chs or call 971-673-1190 for more details.