Washington State Department of HEALTH

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email doh.information@doh.wa.gov.

DOH 422-308 November 2026

Application to Amend a Divorce Certificate

Is This the Right Form?

Use this form to amend (officially fix or update) items on a divorce certificate.

Do **NOT** use this form for changing anything on the divorce decree. You must work with the court to make changes to their document.

Who Can Ask for Amendments?

Only **Spouse A** and **Spouse B** named on the certificate can ask for changes to their divorce certificate.

You may only request changes to your own personal information and your parents' information. To request a change to your date of divorce, you must include your divorce decree.

Court Clerks can only change the date of decree and must use the facility correction process.

How to Apply

1. Have the current (incorrect) certificate with you while filling out this application.
2. Gather your proof documents.
3. Fill out the application using blue or black ink.
    - All fields are required.
    - You can type on it using your computer or print it and write by hand.
4. Make a copy of the photo ID for every person who signs the application.
5. Put these items in an envelope:
    - Pages 3 and 4 of the application.
    - Copies of government-issued IDs for everyone who signed.
    - Your supporting proof documents – See Guide on Supporting Proof Documents (PDF).
    - Your proof that you qualify, if needed – See Guide on Proving You Qualify (PDF).
6. Mail everything to:

    Center for Health Statistics
    Attn: Amendments
    PO Box 47814
    Olympia, WA 98504-7814

Common Questions

Can I use one document for more than one thing?

Yes. One document can prove who you are, prove how you are related, or give the correct information for the change. For example, a passport can prove your identity and give the correct spelling to update a name.

What does a supporting proof document do?

A supporting proof document proves the amendment you want made. Because we need to link the amendment to the person, proof documents must show the full name and date of birth for the person whose information you want to amend.

Some examples of what we can accept include:

- Passport
- REAL ID compliant driver's license or ID card
- Birth, marriage, or divorce certificate
- Certificate of Naturalization
- Permanent resident card (I-551)
- Military record (DD-214)
- Hospital or medical record
- Health or life insurance policy
- Official school transcripts
- Government benefit record (such as Medicaid or social services)
- Social Security Abstract

Proof documents we do NOT accept:

- Driver's license or ID card that is **not** REAL ID compliant
- Social Security card
- Decorative hospital birth certificate
- Family Bible

See the Guide on Supporting Proof Documents (PDF) for more information on supporting proof documents.

Will you send me a new certificate after finishing the amendment?

We do not automatically send out certificates after an amendment. We will mail you a confirmation letter that the amendment was made with next steps for ordering a certificate.

You **can exchange or order** a certificate **at the same time** as you ask for an amendment **by sending both in the same envelope**. Your ID and proof you qualify for the amendment can also be used for the certificate exchange or purchase. We will mail new certificates after the amendment is made.

Free Exchange – Certificate issued less than 1 year ago

If you have a certificate that was issued by the Washington State Department of Health within the last year, we will exchange it for free. The issue date is usually found on the back of the certificate in the lower-right corner.

- Send us the certificates to exchange with the amendment application.

Order and Pay - Certificate issued more than 1 year ago

If the certificate was issued more than a year ago, you must buy a new one.

- Send us a completed divorce certificate order form (PDF) and payment with this application. Make sure to use the updated information on the order form and follow the instructions to avoid delays.

Questions or Application Status?

Website: www.doh.wa.gov/CertificateCorrections
Email: VitalRecordsCorrections@doh.wa.gov
Phone: 360-236-4300, Monday – Friday 9:00 a.m. to 2:00 p.m.

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Mail to:
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PO Box 47814
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Application to Amend a Divorce Certificate

Information About You

First Name **Middle Name** **Last Name**

Which Person Are You on the Certificate?

Spouse A Spouse B

Your Mailing Address

PO Box or Street address Unit Number City State Zip code

Your Contact Information

Phone number (U.S. only) Email address

Information Currently Shown on the Certificate

We use this information to locate the record. Please make sure to use what is on the certificate now.

Spouse A Name

First Middle Last

Spouse B Name

First Middle Last

Date of Decree **County of Decree**

Tell Us the Updates You Want Made

What's wrong? → (Example: Spouse A first name)	**The certificate now shows:** → (Example: Jon)	**The certificate should show:** (Example: Jonathan)
Wrong item 1	Now shows	Should show
Wrong item 2	Now shows	Should show
Wrong item 3	Now shows	Should show
Wrong item 4	Now shows	Should show
Wrong item 5	Now shows	Should show

Authorize Your Request

By signing this form, I declare under penalty of perjury under the laws of the state of Washington that the information I provided is true and correct.

Your Signature **Date Signed**

Application checklist:

- ☐ All sections of the application are complete, including required signatures and date signed.
- ☐ I included a copy of my required identity documents.
- ☐ I included a copy of the proof documents required to update the certificate.

Stop! This section is for state vital records office use only.

State File Number	Fee Number	Initial	Date	Application Number