

INSTRUCTIONS FOR BIRTH CORRECTION

The following requirements are necessary to establish a birth correction.

- The application must be typed or printed in black ink, sworn to, and signed in front of a Notary Public or other person authorized by law to administer oaths.
- The application for Birth Correction is to be filed in **duplicate and both copies are to be originals.**
- **Two affidavits** must accompany the application. Two affidavits appear on the back of the application (the third affidavit of physician at the top can be ignored). A person who is at least five years older than the applicant and is familiar with the facts must sign the affidavit. **The affidavits must be sworn to and signed in front of a Notary Public or other person authorized by law to administer oaths.** 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. In this case, perhaps some supporting evidence such as an old baptismal certificate, school record, marriage abstract, or other old document will be helpful.
- **Court costs for a birth correction are \$38.00, which includes a certified copy of the order.**
- Upon completion and filing of the application, it will be presented to the Probate Judge for review. When the Judge has signed the order in duplicate, original applications and order will be sent to the **Ohio Department of Health, Vital Statistics, PO Box 118, Columbus, Ohio 43216-0118.** The second original application and order will remain in our court. The record will always be located for future reference in the Probate Court of the county in which it was filed and also in the Ohio Department of Health, Vital Statistics.