



Superior Court of The District of Columbia  
Family Court

Location: 500 Indiana Avenue, NW  
Room 4220 4th Floor  
Washington, DC 20001

**PLEASE PRINT**

**Application to Amend Birth Certificate of a Minor**

**Filing Fee: \$60 (To DC Treasurer)** Payable by Cash, Check or Money Order in the **Family Court** located on the **JM Level**

Minor's Full Name  
(As it appears on the Birth Certificate) \_\_\_\_\_  
First Middle Last

Date of Birth \_\_\_\_\_ Sex Male Female  
Month Day Year

Place of Birth \_\_\_\_\_ Were parents married at time of birth?  
City State Yes No

Full Name of Mother  
(As it appears on the Birth Certificate) \_\_\_\_\_  
First Middle Last

Maiden Name of Mother \_\_\_\_\_

Full Name of Father  
(As it appears on the Birth Certificate) \_\_\_\_\_  
First Middle Last

Birth Certificate Number: \_\_\_\_\_

Is the mother/ father Deceased? Yes No \_\_\_\_\_  
Deceased Full Name

Check all boxes that apply	Relationship to the Minor's name on the Birth Certificate:
<p>Add Minor's Name</p> <p>Correct Spelling of Minor's Name</p> <p>Never Used Name on Birth Certificate</p> <p>Amend Minor's Name to Reflect Father's Name</p>	<p>Self                      Authorized agent, attorney or legal representative of the person listed <b>(Proof Required)</b></p> <p>Guardian/ Next Friend</p> <p>Father</p> <p>Mother</p> <p>Other: _____</p>
<p>Remove a Mother's Name</p> <p>Add a Mother's Name</p> <p>Correct the Spelling of Mother's Name</p> <p>Correct Mother's Date of Birth</p> <p>Correct Mother's Place of Birth</p>	<p><b>Applicant 1:</b></p> <p>_____</p> <p><i>Full Name of Applicant</i></p> <p>_____</p> <p><i>Address</i></p> <p>_____</p> <p>_____</p> <p><i>Telephone Number</i></p>
<p>Remove a Father's Name</p> <p>Add a Father's Name</p> <p>Correct the Spelling of Father's Name</p> <p>Correct Father's Place of Birth</p> <p>Correct Father's Date of Birth</p> <p>Other: _____</p> <p>_____</p>	<p><b>Applicant 2:</b></p> <p>_____</p> <p><i>Full Name of Applicant</i></p> <p>_____</p> <p><i>Address</i></p> <p>_____</p> <p>_____</p> <p><i>Telephone Number</i></p>

CUSTOMER MUST COMPLETE

**Item's on the Original Birth Certificate to be Corrected and/or Amended**

<b>Original Entry on Birth Certificate</b>	<b>To Be Corrected Information</b>
_____	_____
_____	_____
_____	_____
_____	_____

**Check all of the Supporting Documents**

Rejection Letter From Division of Vital Records Identification	Marriage Certificate
Minor's Birth Certificate	Divorce Decree
Minor's Social Security Card	Baptism Certificate
Minor's Shot Record	Copy of Hospital Birth Record Form
Mother's Birth Certificate	Child Support Order
Father's Birth Certificate	DD214 Military Record
Elementary School Transcript	Social Security Summary Statement
Voluntary Acknowledgment of Paternity	Voter's Registration Card ( <b>If Applicable</b> )
Certified DNA Test ( <b>No Home Kit Accepted</b> )	Employer Verification Showing Name Hired Under
Death Certificate	3-5 Years of Tax Records
Existing Child Support Order From: _____	Jurisdiction
Other: _____	

**Information Relating to Birth Certificate Amendment**

Do you want the father's name added to the child's birth certificate?	Yes	No
_____		
Do you want to change the child's name on the birth certificate when you add the father's name?	Yes	No
_____		
Was the mother married to anyone at the time of the child's birth, or within 300 days before the child's birth?	Yes	No
_____		
Have the father and mother married since the child was born? <b>If Yes, include a certified copy of the marriage certificate.</b>	Yes	No
_____		
Has an individual ever claimed to be the father of this child in any court? <b>If Yes, include a certified copy of the court order.</b>	Yes	No
_____		
Has the child support court or any other type of court ever declared an individual to be the father of this child? <b>If Yes, include a certified copy of the court order.</b>	Yes	No
_____		
Has a court established legal custody for this child? <b>If Yes, include a certified copy of the court order.</b>	Yes	No
_____		

**THE APPLICANT HEREBY CERTIFIES THAT (1) THIS APPLICATION HAS NOT BEEN FILED FOR ANY FRAUDULENT OR UNDISCLOSED PURPOSE, STATUS, PAST OR PRESENT AND (2) THE GRANTING OF THE APPLICATION WILL NOT INFRINGE UPON THE RIGHTS OF OTHERS RELATING TO ANY PARTNERSHIP, CORPORATION, PATENT, TRADEMARK, COPYRIGHT, GOODWILL, PRIVACY OR OTHERWISE.**

I declare under penalty of perjury under the law of the District of Columbia that the foregoing is true and correct.

Executed on this the \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
*Signature of Applicant 1*

\_\_\_\_\_  
*Signature of Applicant 2*

**OR**

Sworn to and subscribed before me on this \_\_\_\_\_ Day of \_\_\_\_\_

\_\_\_\_\_  
*Signature of Notary Public*

\_\_\_\_\_  
*Commission Expires*

\_\_\_\_\_  
*Deputy Clerk Signature*

Code of D.C. Municipal Regulations. Title 29/ Public Welfare, Chapter 28, Vital Records/ D.C. Code Sec. 16-2345 & Sec. 11-291/ Particular Actions, Proceedings & Matters/ Sec. 16-909, Sec. 16-909.01, Sec. 16-909.02, Sec. 16-909.03, Sec. 16-909.04, Sec. 16-2342.01, Sec. 16-909.09, Sec. 16-2343, Sec. 16-2345, Sec. 16-2346



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**Affidavit Concerning Petition to Amend Father's Name on Birth Certificate**

Minor's Full Name \_\_\_\_\_  
(As it appears on the Birth Certificate) *First* \_\_\_\_\_ *Middle* \_\_\_\_\_ *Last* \_\_\_\_\_  
Case Number \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Birth Certificate Number \_\_\_\_\_

I, \_\_\_\_\_, (Applicant's Full Name) am seeking to amend the above-named minor's birth certificate by changing the name of the father.

**Relationship to The Minor's Name on The Birth Certificate (Check The Appropriate Box(es))**

Self      Father      Mother      Guardian/ Next Friend      Attorney

Other: \_\_\_\_\_

**Please Answer the Following Inquiries:**

1. The reason for the amendment to the birth certificate is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Has the biological father mother or the alleged father been advised of the pending request to amend the minor's birth certificate? YES NO

If **no**, please provide an explanation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Is there or has there been a Child Support Order in any State or the District of Columbia?  
YES NO

Who is the named father: \_\_\_\_\_

If **yes**, please indicate which State and the case number:

State: \_\_\_\_\_ Case Number: \_\_\_\_\_

4. Have you met the statutory time period for rescinding the Voluntary Acknowledgment of Paternity pursuant to the jurisdiction it was executed? YES NO

5. Has there been a **Voluntary Acknowledgment of Paternity** form completed and signed by both parents under oath? YES NO

If **yes**, please select the appropriate box:

Division of Vital Records, Department of Health

Hospital \_\_\_\_\_  
*Name of the Hospital*

Office of Attorney General

Any State Court \_\_\_\_\_  
*Name of Jurisdiction*

Other \_\_\_\_\_

Name of the acknowledged father: \_\_\_\_\_

Date the Acknowledgment of Paternity was signed: \_\_\_\_\_

6. Has there been an **Adjudication of Paternity** signed by a father in any State or the District of Columbia? YES NO

If **yes**, please indicate which State or the District of Columbia was the Order signed, the Judge's name and case number

Name of the adjudicated father: \_\_\_\_\_

State: \_\_\_\_\_

District of Columbia Family Court

Judge's name: \_\_\_\_\_

Case number: \_\_\_\_\_

7. Was a DNA test performed to identify the biological father? YES NO

If **yes**,

Was the DNA test performed at the hospital? YES NO

Was the DNA test certified by a reputable lab? YES NO

What is the name of the DNA testing lab used?

\_\_\_\_\_  
Was the DNA test performed through a home kit product? YES NO

Was the DNA test performed through the court's lab? YES NO

**THE APPLICANT HEREBY CERTIFIES THAT (1) THIS APPLICATION HAS NOT BEEN FILED FOR ANY FRAUDULENT OR UNDISCLOSED PURPOSE, STATUS, PAST OR PRESENT AND (2) THE GRANTING OF THE APPLICATION WILL NOT INFRINGE UPON THE RIGHTS OF OTHERS RELATING TO ANY PARTNERSHIP, CORPORATION, PATENT, TRADEMARK, COPYRIGHT, GOODWILL, PRIVACY OR OTHERWISE.**

I declare under penalty of perjury under the law of the District of Columbia that the foregoing is true and correct.

Executed on this the \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
*Applicant's Signature*

**OR**

Sworn to and subscribed before me on this \_\_\_\_\_ Day of \_\_\_\_\_

\_\_\_\_\_  
*Signature of Notary Public*

\_\_\_\_\_  
*Commission Expires*

\_\_\_\_\_  
*Deputy Clerk Signature*



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**Consent to the Request to Amend Birth Certificate**

Minor's Full Name \_\_\_\_\_  
(As it appears on the Birth Certificate) *First* *Middle* *Last*  
Case Number \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Birth Certificate Number \_\_\_\_\_

I, \_\_\_\_\_, say upon oath that I am the:  
*Print Full Name*

Father      Mother      Guardian/ Next Friend      Attorney

Other: \_\_\_\_\_

of the above-captioned and that the allegations contained in said Application are true to the best of my knowledge, and that this Application to Amend Birth Certificate is presented in good faith, and that I have no opposition to this Application and hereby consent to the request to amend the minor's and/or adult's birth certificate.

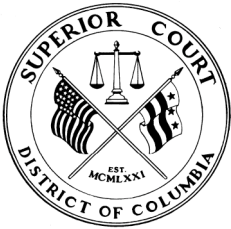
Signature \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Notary Public/Deputy Clerk \_\_\_\_\_

Commission Expires: \_\_\_\_\_



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**Order Amending Certificate of Birth**

Minor's Full Name \_\_\_\_\_  
(As it appears on the Birth Certificate) *First* *Middle* *Last*

Case Number \_\_\_\_\_

Certificate Number \_\_\_\_\_

**Certificate of Paternity**

Mother's Name: \_\_\_\_\_

Mother's Date of Birth: \_\_\_\_\_

Mother's Place of Birth: \_\_\_\_\_

Mother's Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mother's SSN: \_\_\_\_\_

Mother's Education: \_\_\_\_\_

Mother's Race: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Father's Date of Birth: \_\_\_\_\_

Father's Place of Birth: \_\_\_\_\_

Father's Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Father's SSN: \_\_\_\_\_

Father's Education: \_\_\_\_\_

Father's Race: \_\_\_\_\_

Upon consideration of the sworn Petition to Amend the Birth Certificate filed herein by \_\_\_\_\_,

the attachments in support thereof. That the Petitioner(s) filed an application with the Registrar of Vital Records of the District of Columbia for an Amended Certificate of Birth for \_\_\_\_\_

\_\_\_\_\_ born on \_\_\_\_\_

It is hereby on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_, hereby



Continued

**Ordered**, that the Amended Birth Certificate reflect the following amendments and\ or corrections:  
**(CHECK ALL THAT APPLY)**

**Add a Minor's Name**

\_\_\_\_\_

**Child's Full Name (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Date of Birth**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Change the Child's Last Name to Reflect the Father's Last Name**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Mother's Full Name (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Mother's Date of Birth (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Mother's Place of Birth (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Mother's Maiden Name (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Removal of the Mothers Name**

Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_

**Add Mother's Name**

Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_

**Father's Full Name (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Father's Date of Birth (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

Continued

**Father's Place of Birth (Correct or Amend)**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Removal of the Father's Name**

Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_

**Add Father's Name**

Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_

**Change of Gender**

From: \_\_\_\_\_ To: \_\_\_\_\_

**Ordered**, that in all other respects said Birth Certificate of the above-named individual shall remain in full force and effect; and it is further

**Ordered**, that the Bureau of Vital Statistics is directed to make these changes and issue an Amended Birth Certificate in accordance with their requirements reflecting the proper amendments and/ or corrections

Judge's Signature \_\_\_\_\_

Print Judge's Name \_\_\_\_\_