



Register of Deeds

1101 Carmichael Road | Hudson WI 54016
Telephone: 715-386-4652 | Fax: 715-386-4687
www.sccwi.gov/rod

The Wisconsin Register of Deeds Association (WRDA) is continually working to prevent identity theft. One of the most commonly used documents for fraud is a birth record. It is because of this, Wisconsin State Statutes make it illegal to photocopy a vital record and use it as legal proof of birth. The solution to not making an illegal copy of the birth record would be to view the certified record, which has a raised seal, and then return directly to the person presenting it for verification.

The WRDA is happy to provide you with a copy of a form, which can be used by your organization to help ensure birth records are not photocopied. You may use this form for school, sports, or any other organized function that requires proof of birth and age. The person filling out the form will be responsible for viewing a certified copy of a birth certificate that has been issued by the State or Local Registrar's Office, US Department of State or other foreign country, returning the certified copy to its presenter and to attest it was viewed.

It is important to note, even these forms need to be handled and disposed of with care. The form contains much of the information on the certified record, so there is always a risk of fraudulent use of information. It is, however, safer than having copies of the actual certified vital record.

If you have any questions, please feel free to contact your local County Register of Deeds.

ANNOTATION OF BIRTH FACTS ABSTRACTED FROM CERTIFIED COPY OF BIRTH CERTIFICATE

Name of School or District: _____

It is illegal in the State of Wisconsin to photocopy a vital record and use it as legal proof of birth. The abstractor should verify the following features of the legal certified copy before accepting it as a legal copy of the birth certificate:

Check all three before accepting this document:

- Raised Seal of Registrar (not a notary seal on a photocopy),
- Signature of Official that Issued Certificate and Date of Issuance,
- Watermark (chain link which can be seen when held up to the light, issue date 2000 and after)

The following birth facts were abstracted from a certified copy of a birth certificate (with Registrar's raised seal, signature, date of issuance and watermark) which was presented /sent to me:

1. Child's Name (First Name)		(Full Middle Name)	(Last Name)
2. Date of Birth (Month, Day, Year)		3. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
4. Name of Mother Listed (First Name)		(Middle Name)	(Last Name)
5. Name of Father Listed (First Name)		(Middle Name)	(Last Name)
6. Place of Birth – Country <input type="checkbox"/> USA or Specify:		State	City, Village, Township County
7. Certified Copy of Birth Certificate Issued by: <input type="checkbox"/> State Registrar's Office <input type="checkbox"/> Local Registrar's Office <input type="checkbox"/> US Dept of State (FS 240 or DS 1350): <input type="checkbox"/> Other (Foreign Country):			8. Date of Issuance (Month, Day, Year)
9. Date Certified Copy of Birth Certificate Presented to Office (Month, Day, Year)		10. Certified Copy of Birth Certificate Presented /Sent by (Name of Parent or Other Person)	
<p>Certification Statement: I affirm that, to the best of my knowledge and belief, I accurately abstracted the information listed on this form from a certified copy of the birth certificate presented as proof of identity for the above listed child. I returned the certified copy of the birth certificate to the person who presented it/sent it.</p>			
Signature ➤		Date Signed (Month, Day, Year) ➤	