

Alpena County Clerk
720 W. Chisholm St. Ste. #2, Alpena, MI 49707
Phone (989) 354-9520 FAX (989) 354-9644
www.alpenacounty.org

Fee: \$16.00 for one certified copy of a birth, death or marriage license.

\$6.00 for each additional copy of the same record purchased at the same time.

DD-214 Only - There is no charge for Veterans with proper identification.

To order by credit card, go to www.vitalchek.com and follow the instructions.

*****If requesting a record by mail, please include a photocopy of your drivers' license.**

The issuance of records is governed by Michigan Statutes and all copies issued by this office are certified copies with a "raised seal".

Complete the following for all record requests

1. Please check **ONE** of the following:

Birth **Death** **Marriage License** **DD 214**

2. Name (or Names) on Requested Record: _____

3. Date of Birth, Marriage or Death: _____

For Birth Requests only:

Father's Full Name: _____

Mother's Full **Maiden** Name: _____

Check one of the following:

I am requesting my own record

I am requesting my child's record

I am an heir of the person named
(Provide verification)

I am a legal representative of the person
(Provide verification)

Information of person requesting record:

NAME _____ **Phone #** _____

ADDRESS _____

CITY/STATE/ZIP _____

Dr. Lic. # _____ **Email (Mail Requests Only)** _____

I, the undersigned, affirm that I am in compliance with Michigan statutes in requesting the above record.

Date

Signature