



VITAL STATISTICS INFORMATION FOR BIRTH AND DEATH CERTIFICATES

COMMONLY ASKED QUESTIONS:

What is your address, phone number and hours of operation?

Main office:

Osceola County Health Department

1875 Boggy Creek Road, Kissimmee, FL 34744

407-343-2009

8:00am -4:00pm Monday through Friday.

Satellite office:

Osceola Regional Medical Center

700 West Oak Street, Kissimmee, FL 34741

407-518-3181

8:00am – 12:00noon and 1:00pm - 4:00pm Monday through Friday.

If I come to your office during your hours of operation, can I receive my Birth Certificate right away?

In most cases you will only have to wait 5 to 10 minutes to receive your birth certificate.

Do I need proper identification?

Yes, due to the confidentiality of Birth Certificates in the State of Florida, you will need, preferably, a valid State Driver's License, State I.D., Military I.D., or Pass port.

What years do you have available for Osceola County Birth Certificates?

Computer copies are available from 1930 to the present for anyone born in the state of Florida.

Book copies are available for babies that were born in Osceola County from 1914 to the present.

What years do you have available for Osceola County Death Certificates?

Presently, we have death certificates for the years 1914 to the present.

Where is your main office located?

Osceola County Health Department

1875 Boggy Creek Road

Kissimmee, Florida 34744

407-343-2009

What is your Mailing Address?

Self-addressed stamped return 9 ½ x 12 ½ envelope

Osceola County Health Department

Vital Statistics Office

1875 Boggy Creek Road

Kissimmee, Florida 34744

What is your turn around time on mail requests?

Once it is received, it goes out the same day.

What If I was born in another State?

You can contact with Vital Chek on the Web at www.vitalchek.com

For all states, you can receive the birth certificate by regular mail. Some States can send it by UPS for next day delivery. There is an extra charge for ordering through the Vital Chek system.

Does the birth application need to be notarized before mailing it to your office?

There is no need to have the birth application notarized. You only need to send us a copy of your valid State Driver's License or State Identification Card along with your application and money order or cashier's check.

Can I order a Birth or Death Certificate by Fax?

We don't accept fax orders.

However, you can place a Vital Chek order by going to the website at www.vitalchek.com

In addition while on Vital Chek, you can have the certificate sent through regular mail or UPS next day in many cases. Requests received by 12:30 noon will be processed and mailed out the same day *if* you choose UPS.

Vital Statistics has installed a system that accepts all forms of credit cards and uses UPS for overnight delivery. This service is available upon request. The fee for UPS overnight is \$17. 50 *plus* the expedite fee of \$12.00 *and* the cost of the birth certificate. Regular mail expedite fee is \$12. 00 *plus* the fee for the birth certificate. Death certificates are the same process as the birth certificates.

Is there anywhere else in Osceola County that I can personally apply for a Birth Certificate?

Our main office and satellite office are the only places that you can apply for a birth certificate in person.

Fees:

Florida Book copy Birth certificates package (newborn only).....	\$27.00
Additional Book copy package	\$20.00 each
Florida Computer Birth Certificates package	\$20.00
Additional computer copy for the same person at the same time	\$8.00 each
Rush Fees for Death Certificates and Book copy Birth Certificate.....	\$7.00 each
Expedite request (Vital Chek)	\$12.00 each
Death Certificates.....	\$10.00 each

Where do I call for more information?

Please call 407-343-2009 for more information.

Are there any restrictions on who can request a Birth Certificate?

Yes, there is an eligibility process.

ELIGIBILITY:

Certificates can be issued only to the following individuals:

- Registrant (the child named on the record) if of legal age (18)
- Parents or guardian of the child
- Legal representative of one of the above persons
- Court order

In the case of a deceased registrant, upon receipt of the death certificate of the decedent, a certification of the birth certificate can be issued to the following individuals:

- Parents
- Spouse
- Child, grandchild or siblings, if of legal age
- Legal representative of any of these persons

An affidavit to release the birth certificate can be completed by any of the above persons and notarized, giving you permission to receive the birth certificate. The Affidavit to Release Birth (form 1958) is available upon request.

Are there any restrictions on who can request a Death Certificate?

Yes, there is an eligibility process.

ELIGIBILITY:

Death certificates with the cause of death information may only be issued to the following individuals:

- Decedent’s parents
- Decedent’s spouse
- Decedent’s child, grandchild or siblings, if of legal age
- Any person who provides a will, insurance policy or other documents that demonstrates his or hers interest in the estate of the decedent
- Any person who provides documentation that he or she is acting on the behalf of any of the above named persons.

All requests for certification of a death certificate that includes the cause of death information must include the signature of the applicant and state his or her qualifying eligibility. Otherwise, an Affidavit to Release Cause of Death Information (DH Form1959) can be completed by any of the above persons and notarized, giving you permission to receive the death certificate. This form is available upon request.

PLACES REQUIRING DEATH CERTIFICATES WITHOUT THE CAUSE OF DEATH:

- Courthouse
- Title Companies
- Credit Card Companies
- Real Estates Taxes
- Property Claims
- Vehicle Transfers
- Closing out Bank Accounts

PLACES REQUIRING DEATH CERTIFICATES WITH THE CAUSE OF DEATH:

- Life Insurance Companies

OTHER IMPORTANT INFORMATION:

Osceola County Vital Statistics does not administer or process marriage licenses, divorce, probate, wills, or social security cards.

Social Security Office.....1-800-772-1213
 Courthouse (marriage/divorce/probate/wills).....407-742-3500
 Medical Examiner’s Office.....407-836-9400
 State Office of Vital Statistics.....904-359-6900 EXT. 9000

Mission Statement:

...Promote, protect and improve the health of all people in Osceola County.

CULTIVATING A HEALTHIER LEGACY



ROOTED IN OUR COMMUNITY