

## **Vital Records Fees for Oregonians Affected by State and Federal Emergency Declarations**

### **Frequently Asked Questions**

The Oregon Health Authority Public Health Division has adopted OAR 333-011-0338 relating to fees for vital records. This rule is intended to relieve the burden of certain fees for copies of and searches for vital records for Oregonians who have experienced loss of property or life due to or associated with a state or federal emergency declaration by reducing fees to \$0.00 for up to three certified copies of records. Fees that may be reduced include fees for searches for and issuance of certified copies of birth, death, marriage, divorce, domestic partnership or dissolution of domestic partnership records.

#### **FAQs:**

##### **What does this mean?**

The Center for Health Statistics Vital Records office may provide up to three (3) certified copies of a birth, death, marriage, divorce, domestic partnership or dissolution of domestic partnership record with a zero fee to eligible requests in connection with a state or federal emergency declaration.

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Oregon State County Vital Records offices, within the first 6 months of an event, may provide up to three (3) certified copies of death or birth records with a zero fee to eligible requests in connection with a state or federal emergency declaration.

##### **When does the rule go into effect?**

The rule is effective on November 1, 2021 and applies to records requests received on and after June 1, 2021.

##### **Where can I find a list of qualifying Emergency Declarations?**

A list of Oregon Emergency Declarations can be found here:

<https://www.oregon.gov/gov/admin/Pages/executive-orders.aspx>

##### **How do individuals get certificates free of charge?**

To be eligible, individuals must have experienced loss of property or life due to or associated with a state or federal emergency declaration. When ordering certified copies of vital records, the person ordering the certificates must state the **reason** for ordering the record(s) as "Emergency Declaration."

##### **What happens if I order by mail or place an order in the Drop Box?**

Complete and sign the order form. Include your valid identification. State on the order form the **reason** for needing the record as "Emergency Declaration." It is important that this information is noted on the order so our office is aware that a fee is not included. We may request additional documentation if it appears the request for records is not in connection with an emergency declaration.

### **What happens if I order over the internet or by phone?**

If you are ordering via the internet or phone, the certificate fee will be \$0.00. However, the expedite fee and vendor fee will still apply to the order. When completing the order, state the **reason** for needing the record as "Emergency Declaration." It is important that this information is noted on the order so the certificate qualifies for the zero fee. We may request additional documentation if it appears the request for records is not in connection with an emergency declaration.

### **Are other fees for vital records being charged?**

Yes, all other fees such as expediting a request for an order or amending a record will still be charged.

### **Is the certificate fee not being charged for all orders for certified copies?**

No. This is only for certified copies of vital records in connection with a state or federal emergency declaration. The person requesting the certified copies must state that the reason they need the record is "Emergency Declaration." We may request additional documentation for requests for records not in connection with an emergency declaration.

### **Is identification still required?**

Yes. Identification is required by law for all requests for vital records when submitting your order.

### **Can anyone get certified copies with zero fees?**

No. Only individuals eligible to receive the requested vital records as outlined in law can order the certificates. Only those who experienced loss of property or life due to a state or federal emergency declaration are eligible to get the certificates with a zero fee charge.

### **How many certified copies can I get for the zero fee?**

Eligible orders may receive up to three (3) certified copies of each type of record (birth, death, marriage, divorce, domestic partnership or dissolution of domestic partnership record). Make sure to specify how many certificates you want when ordering.

### **If I order one death record, one birth record, and one marriage record, does this count as the three zero fee certificates?**

You can get three certified copies of each record type at the time of ordering. In this scenario, you can get two more certificates of each record type with a zero fee charge. You will need to submit an order for each type of record. The person ordering must be eligible to order the record, state the reason for needing the record as "Emergency Declaration."

### **Do I have to order them at the same time?**

No. You can get up to three (3) zero fee certified copies of any record if the records are ordered in connection with a state or federal emergency declaration.

### **Does this apply to marriage and divorce records issued by the County Clerks and Circuit Courts?**

No. This only applies to certified copies of marriage and divorce records issued from the State Vital Records office.

### **Where can I get more information?**

For more information on how to order a vital record go to: [www.healthoregon.org/chs](http://www.healthoregon.org/chs) or call 971-673-1190.