

Acceptable Forms of Identification:

To pick up a certified copy of a vital record in person, you must present proper identification. **If I.D. requirements are not met, the certificate(s) will be mailed.**

Acceptable forms of identification include:

Primary Identification

Requires ONE of the following:

Wisconsin Driver's License with photo
Wisconsin I.D. with photo
Out-of-State Driver's License/I.D. with photo

Secondary Identification

Requires TWO of the following:

Government issued employee ID Badge with photo
U.S. Passport
Check/Bank Book
Major Credit Card
Health Insurance Card
Recent dated, signed lease
Utility Bill or traffic ticket

- All primary identification and at least one of the two secondary forms of identification **must show** your current name and address.
- Expired cards or documents are **not** acceptable.
- At the discretion of Register of Deeds staff, you may be asked to make and sign an identifying or corroborating statement.
- A valid street address, not a P.O. Box, is required for all counter applications.