

**Birth, Death, and Marriage Certificate  
Ordering Instructions**

SEE RECORDER'S SCHEDULE OF CHARGES FOR  
COMPLETE PRICING INFO NOT LISTED ON THIS FORM



**RICHARD A. FORD  
ASSESSOR-RECORDER  
COUNTY OF LAKE**

COURTHOUSE  
255 NORTH FORBES ST.  
LAKEPORT, CA 95453

TELEPHONE 707-263-2302  
FAX 707-263-3703

As of July 1<sup>st</sup>, 2003, requests for birth and death records sent through the mail will need to fill out a birth or death certificate request form and get their signature notarized on a sworn statement form. Only authorized individuals are allowed to request a certified copy. All individuals who are not authorized will only be allowed to receive an informational copy.

Please fill out all forms completely and be sure to check the appropriate box on the form. If you are requesting a copy for more than one person, you will need a form for each different person.

<b>Pricing</b> (effective January 1, 2015)	
Birth Certificate	\$25.00
Death Certificate	\$21.00
Marriage Certificate	\$15.00

<b>Payments</b>
Our office accepts cash, check, or money order, made payable to:  <b>Lake County Recorder</b>

<b>Mail all requests to:</b>
Lake County Recorder 255 N. Forbes St. Lakeport, CA 95453  <b>* All requests made by mail MUST be accompanied by a notarized sworn statement. *</b>

For questions or further assistance, please call:  
(707)-263-2293