Colorado Department of Public Health and Environment

COLORADO
Department of Public Health & Environment

Vital Records
Adoption Specialist
4300 Cherry Creek Drive South
Denver CO 80246
(303) 692-2227
www.colorado.gov/cdphe

FOR OFFICE USE ONLY

SF# _____- _____

AD: ____/____/____

Application to Open Sealed Adoption File to Release Original Birth Certificate

Adoption records may be issued to adult adoptee (18 yrs. or older) and the adoption was finalized: July 1, 1951 - June 30, 1967 or September 1, 1999 ô Present.

Adoption records are confidential records and can be accessible to other eligible parties by court order. (See reverse side for complete list of eligible parties*)

The Vital Records Office only has adoption records for adoptions finalized from 1943 to Present for COLORADO births.	
ADOPTIONS FINALIZED (ã) Check box	ACCESS TO ADOPTION RECORDS
❒ DECEASED PARTIES	IF THE ADOPTEE OR THE BIRTH PARENT(S) IS DECEASED RECORDS ARE OPEN TO ELIGIBLE PARTIES* A CERTIFIED COPY OF THE DEATH CERTIFICATE AND PROOF OF RELATIONSHIP IS REQUIRED
❒ Prior to July 1, 1951	RECORDS REMAIN SEALED EXCEPT BY COURT ORDER
❒ July 1, 1951 to June 30, 1967	RECORDS ARE OPEN TO ADULT ADOPTEE
❒ July 1, 1967 to August 31, 1999	RECORDS REMAIN SEALED EXCEPT BY COURT ORDER
❒ September 1, 1999 to Present	RECORDS ARE OPEN TO ADULT ADOPTEE 18 YEARS OR OLDER AND OTHER ELIGIBLE PARTIES*
PLEASE NOTE: Adoption records are also accessible by submitting a ôMutual Consent Applicationõ. The consent application requires notarized consent from all parties listed on the original birth certificate; adult adoptee and biological parent(s). (See website for additional information/obtain application www.cdphe.state.co.us/certs/adoption.html)	

REQUESTOR INFORMATION Type or print.

Print Name	First	Middle	Last	
Mailing Address	City	State	Zip	Phone Number ( )
The penalties for obtaining a record under false pretenses include a fine of not more than $1,000.00, or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118)				
PLEASE RETURN YOUR REQUEST WITH A PHOTOCOPY OF YOUR DRIVERõS LICENSE, STATE ID OR PASSPORT. (To review the full list of primary and secondary identification, please visit www.cdphe.state.co.us/certs)				
By signing below, I have read and understood that there are penalties for obtaining a record under false pretenses.			Relationship to Adoptee	Date

REGISTRANT INFORMATION Provide adoptive information for individual whose original birth certificate is being requested.

Full Name after Adoption	First			Middle	Last
Date of Birth	Month	Day	Year		
Place of Birth	City			County	State COLORADO ONLY
Full Name of Adoptive Father	First			Middle	Last
Full Name of Adoptive Mother	First			Middle	Maiden Last Name (name prior to first marriage)

PROCESSING TIME -30 DAYS from date received on ALL requests.
Expedite service is available for an additional $20 fee. Processing time for expedite requests is 15 days from date received.

WAYS TO ORDER -Valid ID required with all requests.
Apply in person. Office hours are from 8:30 a.m. 4:30 p.m., M-F.
Fax your application with credit card information: U.S. fax 800.423.1108; outside U.S. fax 303.691-9307.
Mail in application with check, money order, or credit card information.
Make check or money order payable to: Vital Records. Please do not send cash.

CHARGES- All fees are nonrefundable
CHARGES- (cont.) on reverse side.

Cost for this service: $ 37.75

Additional Services: *(√) Check box*

❒ **$20 Expedite Service Fee** $_____
❒ **Fed Ex** – within continental U.S. ($20.00) $_____
❒ **Express Mail** – within continental U.S. ($19.95) $_____

Total..... $_____

CHARGES- (cont.)

Credit Card Orders-$10.00 convenience charge to be added.

Card Type: ❒ Visa ❒ Mastercard ❒ Discover ❒ American Express
Cardholder Name:_____
Card Number: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
Exp. Date: _____/_____

ELIGIBLE PARTIES

ADOPTIONS FINALIZED	*ELIGIBLE PARTIES
DECEASED PARTIES **IF THE ADOPTEE OR THE BIRTH PARENT(S) IS DECEASED RECORDS ARE OPEN TO ELIGIBLE PARTIES** *Eligible parties **MUST** include a **certified copy of the death certificate** and **proof of relationship** with application.*	• Adult Adoptee who is 18 years or older • Adoptive parent **The following parties require a NOTARIZED WRITTEN CONSENT from the adult adoptee or the minor's adoptee's adoptive parent** • Adoptees adoptive grandparent • Adult descendant of an adult adoptee • Adoptee's spouse • Legal representative of any such individual
PRIOR TO JULY 1, 1951 **RECORDS REMAIN SEALED EXCEPT BY COURT ORDER** *Eligible parties **MUST** include a certified copy of court order with application.*	• Adult adoptee who is 18 years of age or older • Adoptive parent of a minor adoptee • Custodial grandparent or legal guardian of the minor adoptee • Biological parent or adult biological sibling or half sibling of an adult adoptee • A biological grandparent of adoptee • An adult descendant of the adoptee or the adoptive parent • Spouse of an adoptee • Adult step child or adopted adult sibling of an adoptee • Legal representative of any of the individuals listed above
JULY 1, 1951 TO JUNE 30, 1967 **RECORDS ARE OPEN TO ADULT ADOPTEE** *Eligible parties other than the adult adoptee **MUST** include a certified copy of court order with application.*	• Adult adoptee who is 18 years of age or older • Adoptive parent of a minor adoptee • Custodial grandparent or legal guardian of the minor adoptee • Biological parent or adult biological sibling or half sibling of an adult adoptee • A biological grandparent of adoptee • An adult descendant of the adoptee or the adoptive parent • Spouse of an adoptee • Adult step child or adopted adult sibling of an adoptee • Legal representative of any of the individuals listed above
JULY 1, 1967 TO AUGUST 31, 1999 **RECORDS REMAIN SEALED EXCEPT BY COURT ORDER** *Eligible parties **MUST** include a certified copy of court order with application.*	• Adult adoptee who is 18 years of age or older • Adoptive parent of a minor adoptee • Custodial grandparent or legal guardian of the minor adoptee • Biological parent or adult biological sibling or half sibling of an adult adoptee • A biological grandparent of adoptee • An adult descendant of the adoptee or the adoptive parent • Spouse of an adoptee • Adult step child or adopted adult sibling of an adoptee • Legal representative of any of the individuals listed above
SEPTEMBER 1, 1999 TO PRESENT **RECORDS ARE OPEN TO ADULT ADOPTEE 18 YEARS OF AGE OR OLDER AND OTHER ELIGIBLE PARTIES** ***If required, other eligible parties **MUST** obtain the **NOTARIZED WRITTEN CONSENT (below)** from the adult adoptee or the minor adoptee's adoptive parent.*	**The following eligible parties do NOT require notarized written consent** • Adult adoptee who is 18 years of age or older • Adoptive parent of a minor adoptee • Custodial grandparent of the minor adoptee • Legal representative of any of the above ****The following parties require a NOTARIZED WRITTEN CONSENT from the adult adoptee or the minor's adoptee's adoptive parent** • Adoptee's adoptive grandparent • Adult descendant of an adult adoptee • Adoptive parent of adult adoptee ****The following parties require a NOTARIZED WRITTEN CONSENT from the adult adoptee** • Adult sibling of an adult adoptee • Adoptee's spouse • Legal representative of any such individual

****CONSENT TO RELEASE** (ADOPTIONS FINALIZED SEPTEMBER 1, 1999 TO PRESENT ONLY)

Signature of the ❒***adult adoptee*** or ❒***minor adoptee's adoptive parent*** giving consent to release the adoptee's original birth certificate from a sealed adoption file.

X _____
Signature of the individual authorized to give consent.

ATTACH A PHOTO COPY OF YOUR IDENTIFICATION.

Subscribed and sworn to before me this
_____ day of _____ 20 ___

_____
Notary Public
My commission expires _____
In the county of _____
State of _____