

STATE OF NEVADA

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Division of Public and Behavioral Health**

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June 10, 2015

TO: All Federal, State, Local, Public and Private Partners

FROM: Jason Lewis, Program Officer III - Office of Vital Records

SUBJECT: Office of Vital Records Fees

Effective June 15, 2015, the Division of Public and Behavioral Health (DPBH), Office of Vital Records, will be ensuring our charging of fees for certificates and verification of records is consistent with Nevada Revised Statutes (NRS), and Nevada Administrative Code (NAC).

After discussions with the Division of Public and Behavioral Health Administration, the Office of Vital Records will be charging fees according to NRS 440.700 and NAC 440.400. The Office of Vital Records will only be waiving fees according to the above mentioned NRS and NAC. Therefore, the Office of Vital Records will now be charging fees to Public Administrators and for death certificates for veterans.

The exceptions to fees for services and certificate copies are shown in Sections 4, 6 and 7 of the following NRS:

**NRS 440.700 Fees for services and copies of certificates; certificates available without fee to certain persons.**

4. The State Registrar shall not charge a fee for furnishing a certified copy of a record of birth to:

(a) A homeless person who submits a signed affidavit on a form prescribed by the State Registrar stating that the person is homeless.

(b) A person who submits documentation from the Department of Corrections verifying that the person was released from prison within the immediately preceding 90 days.

5. The fee collected for furnishing a copy of a certificate of death originating in a county in which the board of county commissioners has created an account for the support of the office of the county coroner pursuant to NRS 259.025 must include the sum of \$1 for credit

to the account for the support of the office of the county coroner of the county in which the certificate originates.

6. Upon the request of any parent or guardian, the State Registrar shall supply, without the payment of a fee, a certificate limited to a statement as to the date of birth of any child as disclosed by the record of such birth when the certificate is necessary for admission to school or for securing employment.

7. The United States Bureau of the Census may obtain, without expense to the State, transcripts or certified copies of births and deaths without payment of a fee.

We understand that this may be an inconvenience. The Office of Vital Records strives to remain consistent in its actions, and operate in accordance with NRS and NAC.

If you feel that the fees should be waived for your request pursuant to NRS or NAC, please contact me directly. Please reference the NRS or NAC to support the waiving of fees. Please feel free to contact me with any other questions.

Sincerely,



Jason Lewis  
Program Officer III, Office of Vital Records  
775-684-4162

cc: Marta Jensen, Acting Administrator, DPBH  
Laura Freed, Deputy Administrator, DPBH  
Chad W. Westom, Bureau Chief, PAIS, DPBH