

ATTACHMENT “A” – PROOF REQUIRED LIST

NRS 440.650 requires an applicant to have direct and tangible interest in the matter recorded. Pursuant to NAC 440.070, an applicant has direct and tangible interest if they have a direct relationship by blood or marriage within the second degree of consanguinity to the person named on the certificate, a legal relationship to the person named on the certificate, or for a requirement imposed by law or otherwise facilitate a legal process.

ID is required for all requests

<u>DIRECT RELATIONSHIP BY BLOOD</u>	BIRTH CERTIFICATE PROOF REQUIRED	DEATH CERTIFICATE PROOF REQUIRED
<i>Person of record</i>	Must only prove their identity	Not applicable
<i>Parents</i>	Must be listed on the certificate	Must be listed on the certificate
<i>Grandparents (Respective child on certificate)</i>	Birth certificate of their child	Birth certificate of their child
<i>Child to the person of record</i>	Applicant’s birth certificate	Applicant’s birth certificate
<i>Brother and sister (One parent listed)</i>	Applicant’s birth certificate	Applicant’s birth certificate
<i>Grandchild (Respective parent on certificate)</i>	<ol style="list-style-type: none"> 1. Applicant’s birth certificate 2. Applicant parent's birth certificate 	<ol style="list-style-type: none"> 1. Applicant’s birth certificate 2. Applicant’s parent(s) listed as an informant or parent(s) birth certificate

<u>DIRECT RELATIONSHIP BY MARRIAGE</u>	BIRTH CERTIFICATE PROOF REQUIRED	DEATH CERTIFICATE PROOF REQUIRED
<i>Current Spouse or Domestic Partner</i>	<ol style="list-style-type: none"> 1. Certified marriage or domestic partnership certificate 2. Must be able to complete all information accurately on the application 	Must be listed as the surviving spouse

<u>LEGAL RELATIONSHIP - PERSON OF RECORD</u>	BIRTH CERTIFICATE PROOF REQUIRED	DEATH CERTIFICATE PROOF REQUIRED
<i>Attorneys</i>	<ol style="list-style-type: none"> 1. An affidavit established by the Office of Vital Records 2. A request on company letterhead 3. A company check 	<ol style="list-style-type: none"> 1. An affidavit established by the Office of Vital Records 2. A request on company letterhead 3. A company check
<i>Public Guardians</i>	<ol style="list-style-type: none"> 1. A court order establishing public guardianship 2. A county or federal method of payment 	<ol style="list-style-type: none"> 1. A court order establishing public guardianship 2. A county or federal method of payment
<i>Public Administrators / Probate Officials</i>	<ol style="list-style-type: none"> 1. Proof of employment as a Public Administrator or Probate Official 2. A request on company letterhead 3. A county or federal method of payment 	<ol style="list-style-type: none"> 1. Proof of employment as a Public Administrator or Probate Official 2. A request on company letterhead 3. A county or federal method of payment
<i>Estate Executors or Personal Representatives</i>	Not applicable	Letter of Administration, court order or other documents naming the applicant as the estate's executor or personal representative
<i>Donor Networks</i>	Not applicable	<ol style="list-style-type: none"> 1. A disclosure for the donation 2. A company check
<i>Adoptive Parent(s)</i>	Must be listed on the certificate. Court order required for the original certificate.	Must be listed on the certificate
<i>Adoptive Child</i>	Applicant's birth certificate	Applicant's birth certificate
<i>Legal Guardian to the Person of Record</i>	Court order including tribal court orders or original short term guardianship form	Not applicable – If guardianship terminates when a person passes
<i>Adoption Agencies</i>	<ol style="list-style-type: none"> 1. Nevada relinquishment form or other acceptable relinquishment form 2. A copy of Nevada adoption license 3. A request on company letterhead 4. A company check 	<ol style="list-style-type: none"> 1. Nevada relinquishment form or other acceptable relinquishment form 2. A copy of Nevada adoption license 3. A request on company letterhead 4. A company check
<i>Power of Attorney</i>	Court ordered power of attorney or power of attorney allowing to assist in all matters	Court ordered power of attorney or power of attorney allowing to assist in all matters
<i>Informant</i>	Not applicable	Must be listed as the informant

<u>FACILITATE A LEGAL PROCESS</u>	BIRTH CERTIFICATE PROOF REQUIRED	DEATH CERTIFICATE PROOF REQUIRED
<i>Law Enforcement</i>	<ol style="list-style-type: none"> 1. Department letterhead signed by a supervisor with case # and reason 2. Department ID or badge number 	<ol style="list-style-type: none"> 1. Department letterhead signed by a supervisor with case # and reason 2. Department ID or badge number
<i>Insurance Companies</i>	Not applicable	<ol style="list-style-type: none"> 1. Insurance policy 2. A request on company letterhead 3. A company check
<i>Title Companies</i>	Not applicable	<ol style="list-style-type: none"> 1. Signed offer letter or contract 2. A request on company letterhead 3. A company check
<i>DMV Liens and Titles</i>	Not applicable	Verification only or a completed "Trustee Appointment and Powers Affidavit" from DMV
<i>Federal, State, and County Government Investigative Agencies</i>	<ol style="list-style-type: none"> 1. Department letterhead signed by a supervisor with case # and reason 2. Department ID or badge number 	<ol style="list-style-type: none"> 1. Department letterhead signed by a supervisor with case # and reason 2. Department ID or badge number
<i>Student Loans</i>	Not applicable	<ol style="list-style-type: none"> 1. Signed loan document 2. A request on company letterhead 3. A company check
<i>Attorneys</i>	<ol style="list-style-type: none"> 1. A court order or proposed petition with a "tie" to person of record 2. A request on company letterhead 3. A company check 	<ol style="list-style-type: none"> 1. A court order or proposed petition with a "tie" to person of record 2. A request on company letterhead 3. A company check
<i>School Districts</i>	<ol style="list-style-type: none"> 1. A request on letterhead indicating it is for school enrollment purposes 2. Proof of school district employment 3. A county method of payment 	Not applicable
<i>Ex-Spouse, Children or Other Beneficiaries</i>	Not applicable	Proof of legal need such as insurance policy or if for SSA benefits, must be able to complete all information accurately on the application