

CIVIL UNION RECORD REQUEST FORM

To obtain a copy of a civil union record from the Cook County Clerk's Office, please read the following: Certified copies of civil union records cost **\$15 for the first copy, which is nonrefundable if no record is found** and a Certification That No Record Was Found is issued, and \$4 for each additional copy of the same record.

Four ways to obtain a civil union record:



Mail your request to:
Bureau of Vital Records
PO Box 641070
Chicago, IL 60664-1070

Fill out the form on the reverse side and include:

- A check or money order payable to the Cook County Clerk
- A photocopy of your photo identification (e.g. driver's license, or State issued identification, etc.)
- A self-addressed stamped envelope



Call our Vital Chek Hotline:
(866) 252-8974
Charge your order to a major credit card for an additional fee.



Go to a Local Currency Exchange:
Call (847) 759-8905 for Currency Exchange locations and hours
Obtain your record for an additional \$5 fee.



Visit us in person and pay with cash or debit card
(Sorry, we can't accept Visa):
50 West Washington Street, Chicago, Illinois, Room CL-25
Or, visit one of our five suburban offices.
Call (312) 603-7790 for locations and hours.

CIVIL UNION RECORD REQUEST FORM

_____ # of copies

Partner A's Name

_____ First Middle Last

Partner B's Name

_____ First Middle Last

Date of Union

_____ Month / Day / Year

Place of Union

_____ City or Village in Cook County

Your Name

_____ First Last

Signature

Mailing Address

_____ Number Street Unit Number

_____ City State Zip Code

_____ Relationship / Telephone number

***if requesting the document by mail, please include: 1) a check or money order; 2) a photocopy of your photo identification; 3) a self-addressed stamped envelope**

How would you like to receive this document?

- Mail it to me
- I'll wait for it
- I'll pick it up later



David Orr
Cook County Clerk
Bureau of Vital Records
50 West Washington Street, Room CL-25
Chicago, Illinois 60602
(312) 603-7790 / VITAL.RECORDS@cookcountyil.gov
www.cookcountyclerk.com