

# ***Town of Ludlow***

## ***Office of the Town Clerk***

***Kim M. Batista, Town Clerk***  
***488 Chapin Street, Ludlow, MA 01056***

***P: (413) 583-5600 Ext. 1      F: (413) 583-5603***  
***TTY***

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### **BIRTH CERTIFICATE REQUEST FORM**

**Certified copies are \$10.00/certified copy.** Please mail a check payable to the **Town of Ludlow**, along with a **self-addressed stamped envelope** to the address below:

Town Clerk's Office  
488 Chapin St.  
Ludlow, MA 01056

**Number of certified copies requested:** \_\_\_\_\_

*Before mailing in your request, please contact the Town Clerk's office at (413) 583-5600 Ext 1 to be certain we have this record.*

*NOTE: Some records are restricted or impounded and access may be denied. To prevent any delays, please enclose a copy of a government issued ID with your request.*

Full name of person on the birth record:

_____	_____	_____
First Name	Middle Name	Last name (at birth or adoption)

Date of Birth: \_\_\_\_\_

\_\_\_\_\_  
*Signature of Requestor*

\_\_\_\_\_  
*Daytime Telephone Number*

\_\_\_\_\_  
*E-Mail if available (please print)*

Address:

_____	_____	_____
<i>Street</i>	<i>City/State</i>	<i>Zip</i>