



BUNCOMBE COUNTY DEPARTMENT OF HEALTH

PHYSICAL ADDRESS to Department of Health Vital Records–Birth Records

35 Woodfin Street
Asheville, NC 28801

Phone: 828-250-5214

Fax: 828-250-6235

E-mail:

terri.rogers@buncombecounty.org

MAILING ADDRESS

Buncombe County Dept. of Health
Vital Records Office
200 College St. Suite 410
Asheville, NC 28801

For other Department
of Health and Human Services information

call 828-250-5000 or go to

www.buncombecounty.org



North Carolina Vital Records

**1903 Mail Service Center
Raleigh, NC 27699-1903
Telephone: 919-733-3000**

BUNCOMBE COUNTY DEPARTMENT OF HEALTH VITAL RECORDS

BIRTH CERTIFICATE REGISTRATION



BASIC INFORMATION FOR PARENTS

Registering your Baby at the Hospital

Your baby's birth is an exciting and life changing event. You are looking forward to beginning your journey as a new parent, but don't forget, there are some very important decisions that have to be made in order to get your baby's Birth Certificate registered at the hospital where your child is born.

The following information should help you be prepared for a successful experience.

- ◆ Choosing your new baby's name before going to the hospital will make the process go smoothly.
- ◆ After your child is born, a Birth Certificate Clerk will visit you at the hospital to obtain all the information that will appear on your child's birth certificate. Please make sure to review the "Mothers Verification of Facts" carefully before signing to ensure there are no mistakes.
- ◆ Your child's birth certificate will be available for purchase at the Register of Deeds office a week after you have completed the registration at the hospital.

Parent Information for your Newborn

- ◆ If you are legally married or separated, your husbands name will be placed on the Birth Record.
- ◆ If you are not legally married to the father of your child you will need to complete an **Affidavit of Parentage** in order for the father's name to be listed. This will be done by the hospital. The father **MUST** be present with a **photo ID**. If he cannot be there, you will have to complete this process at the Buncombe County Department of Health Vital Records Office. Delaying this Affidavit process outside of the hospital can take several months.

Home Births

The Department of Health is where you would register a home birth.

- ◆ *Home birth paperwork can be found on the County website at*
- ◆ <http://www.buncombecounty.org/Governing/Depts/Health/Vital.aspx>
- ◆ For questions and appointments to register your home birth call 828-250-5214.



CERTIFIED BIRTH CERTIFICATES

To obtain a **Certified** Copy of your child's birth Certificate - contact the **Buncombe County Register of Deeds** office.

CERTIFIED BIRTH CERTIFICATES ARE \$10.00

AMENDMENTS TO BIRTHS, LEGITIMATIONS AND DELAYED REGISTRATION FEES ARE \$35.00

FOR MORE INFORMATION GO TO THE WEBSITE

BUNCOMBECOUNTY.ORG/BIRTH

**BUNCOMBE COUNTY
REGISTER OF DEEDS
35 WOODFIN ST.
ASHEVILLE, NC 28801
828-250-4300**

REGISTER@BUNCOMBECOUNTY.ORG
**OPEN 8AM TO 5PM
MONDAY—FRIDAY**