

**VILLAGE REGISTRAR:**

BARBARA FINNIE  
PHONE: (315)287-1720 x225  
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Mailing Address:

33 Clinton Street  
Gouverneur, NY 13642-1012

**DEPUTY REGISTRAR:**

JENNIFER LINK  
PHONE: (315) 287-1720 ext. 222  
All other information is the same.

**FAQ:**

**Q:** Where would I go to get a certified copy of my birth certificate? Where would I go to get a copy of a certified death certificate?

**A:** You would go to the Registrar's office in which the City, Town or Village you were born in or the death occurred in. It *may not* be where you currently live.

**Q:** Who can get a certified copy of my birth certificate?

**A:** You yourself can obtain your birth certificate at the age of 18. Your Mother and or your Father are the others who would be able to get a copy as well.

**Q:** Who can get a certified copy of a death certificate?

**A:** The children of the deceased, the surviving spouse (as long as her name is on the certificate), and or the informant that is listed on the death certificate.

**Q:** How much does a birth or death certificate cost?

**A:** It is \$10.00 per certified copy of what you are asking for (this should be paid by a money order as stated below). If you are doing a search the cost of the certificate you request is determined on the numbers of years we would need to go back.

**Q:** If I live out of state or in any way am not able to personally get my birth certificate, can I send a sister, cousin, grandparent, or spouse, son/ daughter, caregiver, or an aunt or uncle to pick it up and then give to me?

**A: No.** What you can do is send a letter with a brief description of what you are asking for. What you need to include in the letter is your date of birth, your mother's maiden name, your father's name, a copy of your driver's license (or a type of Id with picture), your phone number, a money order payable to the **Village Registrar**, and a return address of where the birth certificate is to be sent to. If you need to have the certificate sent by others means than regular mail, it will be at your expense.