

Birth certificates are available in the town/city where the individual was born, the town/city where the mother resided at the time of the birth and from the State of Maine, Vital Records office (which is located in Augusta).

The person on the record (the registrant) can request their record by one of the following methods.

1. Walk-in request with payment by cash, check or credit card.
2. Written request through the mail with payment by check or money order. Please enclose a copy of your photo ID and a long, self-addressed, STAMPED envelope with your request. If the record requested is not yours, and you are not listed on the record, you will be required to provide proof of your relationship to the registrant or proof of your legal need for the record.
3. Online orders.

**Physical locations and mailing addresses:**

Augusta City Center is located at 16 Cony Street, Augusta, Maine 04330

State of Maine, Vital Records is located at 220 Capitol Street, SHS #11, Augusta, Maine 04333

**Online orders:**

City of Augusta online orders – The city partners with InforMe to provide a quick and convenient way to order your vital record online. Maine law limits access to vital records less than 100 years old to individuals named on the record, their spouse, registered domestic partner, descendants, parents or guardians, or their designated attorney, federal/state/local government, or genealogist or agent. You will be required to provide your name, address, date of birth, and driver license number for electronic identify verification, and appropriate proof of relationship documents when placing an order (\$2 fee per transaction). The identity verification fee is non-refundable and applies whether or not the municipality is able to fulfill your order.

<https://vitalrecords.egov.com/CDC.VitalRecordsMVC.Web/Wizard/ME/Municipality/SelectMunicipality>

State of Maine online orders – **Maine Vital Records** does not accept credit cards or online orders; however, for your convenience, you can process online requests through an independent company that we have partnered with to provide you this service; VitalChek Network, Inc. VitalChek can be reached either through its website, [www.vitalchek.com](http://www.vitalchek.com), or by phone at 1-877-523-2659. An additional fee to expedite your order is charged by VitalChek for using this service, and all major credit cards are accepted, including American Express, Discover, MasterCard or Visa.

If you have any questions or need additional assistance, please feel free to contact our office at 207-626-2310.