



AFFIDAVIT OF HOMELESS STATUS FOR FEE EXEMPT CERTIFIED RECORD OF BIRTH

PLEASE READ THE INFORMATION AND REQUIRMENTS SECTION BEFORE COMPLETING THIS AFFIDAVIT

Pursuant to **KRS 213.141(d)**, no fee or compensation shall be allowed or paid for furnishing a certificate of birth record to a qualified homeless individual, provided the individual has been verified as homeless. This affidavit must be used for the purpose of requesting a fee exempt copy of birth record.

HOMELESS SERVICES PROVIDER

To be completed by a "homeless services provider" (See authorized list on reverse side)

Entity Name of Homeless Services Provider Furnishing Verification of Homelessness:

Address: _____

Phone Number: _____ **E-mail:** _____

I, _____ swear or affirm, to the best of my knowledge and belief
Printed Name of Agent for Provider

that on the date listed below in this section, _____
Printed Name of Homeless Person or Homeless Child or Youth

is a homeless person or homeless child or youth, as defined by KRS 198A.700 or 42 U.S.C. sec. 11434a(2), and that I meet the requirements of a "homeless services provider" as defined by KRS 213.141.

Signature of Agent for Provider _____ **Date** _____

INFORMATION

- A fee exempt certified copy of a birth record may be obtained from the State Registrar for a registrant who was born in Kentucky.
- Each eligible person may only receive one fee exempt birth record, per application.
- Requests for fee exempt copies are still subject to other requirements outlined in the application for obtaining copies of birth records.
- Applications for a certified copy of a birth record may be obtained by visiting the Office of Vital Statistics website or by selecting and downloading the link provided at <https://chfs.ky.gov/agencies/dph/dehp/vsb/Forms/VS37BirthApp.pdf>.

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REQUIREMENTS

Requirements for eligibility to receive a fee exempt certified copy of a birth record:

- Any entity or person lawfully entitled to request a certified copy of a birth record on behalf of a homeless person, child, or youth.
- Per KRS 213.141 (4)(d), A “homeless person” or a “homeless youth” have the same meaning as defined in KRS 198A.700 or 42 U.S.C. sec. 11434a(2).
- A “homeless services provider,” as defined by KRS 213.141 (4)(d)(1) - (4), who has knowledge of a person’s status as homeless, must provide verification through completion of the affidavit.
- The affidavit will not be considered complete unless completed and signed by the homeless services provider making the request for the certified copy of the birth record.
- **Provide a copy of your (the requester’s) ID**, which is either: an agency-issued photo ID or a state-issued driver license for you, the requester, and a copy of your business card or organization-issued name tag (if it does not include a photo).
- Mail the **affidavit**, **printed application**, and copy of the **requester’s identification** to:

Office of Vital Statistics
275 East Main Street 1E-A
Frankfort, KY 40621-0001

HOMELESS SERVICES PROVIDERS

A “homeless services provider” includes:

- **Director or designee of a governmental or nonprofit agency.**
KRS 213.141 (4) (d) 1 states... “*A director or designee of a governmental or nonprofit agency that receives public or private funding to provide services to homeless people;*”
- **Local educational agency liaison.**
KRS 213.141 (4) (d) 2 states... “*A local educational agency liaison for homeless children and youths designated pursuant to 42 U.S.C. sec. 11432(g)(1)(J)(ii), or a school social worker or school counselor;*”
- **Director or of a federal TRIO Program, Gaining Early Awareness and Readiness for Undergraduate Program.**
KRS 213.141 (4) (d) 3 states... “*The director or director's designee of a federal TRIO Program or a Gaining Early Awareness and Readiness for Undergraduate Program; or*”
- **A financial aid administrator.**
KRS 213.141 (4) (d) 4 states... “*A financial aid administrator for an institution of higher education.*”