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 Neighborhood Center: 237 Wm. Howard Taft • Cincinnati, Ohio 45219
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General Information TDD: (513) 946-1295
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www.hcjfs.org
www.hcadopt.org
www.hcfoster.org

Date: October 30, 2008

Consumer's Information:

SSN: _____
 AG Name: _____
 Case Number: _____

To Whom It May Concern:

Please complete the bottom of this form to verify the date of birth for the person listed below.

- We need a certified copy of the birth certificate.
 We do **not** need a certified copy of the birth certificate – we only need the bottom of this form completed.

	* HCJFS Information	Enter any correction(s) or additions here:
Person's Name at Birth:		
Date of Birth:		
Sex:		
Race:		
Father's Name:		
Mother's Maiden Name:		
Hospital:		
City/State:		

This child was adopted: Yes; No This was the ___ child born to this mother.

Next older sister or brother: _____ Younger: _____
 (This information is **required** for requests sent to **Alabama only**.)

Please verify parent's age and place of birth. **If a box is checked requesting that the parent(s) age and place of birth be verified, please indicate which child's birth certificate was used.

<input type="checkbox"/>	Mother's Name:	Age:	Place of Birth:	**Child:
<input type="checkbox"/>	Father's Name:	Age:	Place of Birth:	**Child:

We appreciate your help and have enclosed a return envelope for your convenience.

Hamilton County Dept. of Job & Family Services (HCJFS) Representative /Case Worker:
 (Signature **required** for requests sent to **Arizona and Indiana**)

Date: _____

* The HCJFS information listed above is: <input type="checkbox"/> Correct <input type="checkbox"/> Incorrect – I have listed the corrections/additions in the space provided above. <input type="checkbox"/> The information listed on this form was verified by reviewing the county/city health department records.	Verified By:
	Title:

- Attach signed release unless born in Hamilton County.
- Notarize requests to New Mexico and Michigan.