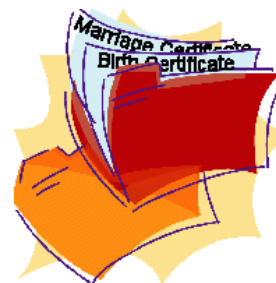


Certificates: Birth, Death, Marriage

Certified copies of **Birth, Death and Marriage Certificates** can be purchased through the Town Clerk's office.



Certified copies are **\$10 each.**

To request copies by mail, please:

- Complete the form below
- Mail it to the address below; or use the drop box on the South Side of the Town Hall to the Attention of “TOWN CLERK”
- Include a check (for the appropriate amount) and a self-address, stamped envelope.

***Alaina Wilcox, Town Clerk
Memorial Town Hall
59 Main Street, Hatfield, MA 01038
Monday, Tuesday, Thursday 9:00 AM – 4:30 PM
(413) 247-0492***

To request copies via our website, please:

- Visit www.townofhatfield.org.
- Click Government, click Town Clerk, and then click Online Payment Center.
- There is a \$1 Shipping and Handling Fee attached to online payments.

Although we legally have 10 days to complete requests, we try to process all Vital Record Requests the day we receive them. If you have any questions, please do not hesitate to call.

The Town Clerk's office would have records for the following scenarios:

Birth Certificates - persons whose parents were **residing** in Hatfield at the time of their birth *or* whose birth **occurred** in Hatfield

Death Certificates - persons who passed away **in** Hatfield *or* who passed away in Massachusetts and listed their **residence** as Hatfield

Marriage Certificates - couples who **filed** their Marriage Intentions in Hatfield

All records are **filed** by **DATE**.

Accessible records are dated back to the **late 1600s**.

If you are interested in **researching your ancestry** and are not sure of exact dates of records to provide to the Town Clerk's staff to find, you may come to the Town Hall (by appointment) and look through the vital record books yourself.

REQUEST FOR VITAL RECORD CERTIFICATE

(Each Certified Copy is \$10)

Request: ☐ Birth Certificate ☐ Marriage Certificate ☐ Death Certificate

Name(s): _____

Date of Birth/Death/Marriage: _____

Contact Information:

Person Requesting Information: _____

Telephone #: _____

Address: _____

Number of Copies Requested: _____
(\$10 for each copy requested)

☐ **Please Mail**

☐ **Please Call and I will pick up**

For Town Clerk Use Only:

Received: _____

Processed: _____

Mailed/Picked Up: _____

Total Amount Received: \$ _____