

MAINE JUDICIAL BRANCH

INSTRUCTIONS FOR SUBMISSION OF VS-9 OR VS-14 FORM
TO VITAL RECORDS

In order to get a new birth certificate for your child, you must mail the following paperwork to Vital Statistics:

- The completed VS-9 (used in minor adoption cases) or VS-14 form (used in minor name change cases);
- A certified copy of the court judgment; and
- A \$60 check or money order made payable to **Treasurer, State of Maine.**

The complete mailing must be sent to the following address:

Department of Health and Human Services
Maine Center for Disease Control and Prevention
220 Capitol Street
11 State House Station
Augusta, Maine 04333-0011

ADA Notice: The Maine Judicial Branch complies with the Americans with Disabilities Act (ADA). If you need a reasonable accommodation contact the Court Access Coordinator, accessibility@courts.maine.gov, or a court clerk.

Language Services: For language assistance and interpreters, contact a court clerk or interpreters@courts.maine.gov.