

Please gather any of the following items that you have and bring them, along with your referral letter, to the Birth Certificate Clinic at Gulfcoast Legal Services:

- **Proof of income** (if applicable):
  - Social security award letter, or
  - W-2 for the most recent year, or
  - Most recent paystub
  - If you have no income, you will be asked to sign an affidavit so stating.
- **Forms of personal ID**, especially any picture ID. Examples include:
  - Current or expired state DL or ID card (any state)
  - Social Security Card
  - Any local government picture ID (such as Pinellas County Health Card)
  - ETB (“food stamp”) card
  - Letter from the Social Security Administration
  - Letter from Florida Department of Children and Families (DCF) regarding benefits
  - Utility bills addressed to you
  - Any social service agency picture ID
- **Contact information** such as:
  - Address for your mail (if you have no mailing address, arrange for a trusted friend/family member to receive your mail or have an agency mailbox arranged), or
  - Address of your shelter **IF** the shelter accepts your mail.
  - Phone number (it’s best to have a secondary number as well, such as family member or friend);
  - Email address, if you have email access.
- **Biographical information**: be prepared to furnish your pertinent birth history, including
  - your date of birth;
  - mother’s full name at your birth (plus mother’s maiden name);
  - father’s full name at your birth;
  - city, county and state of your birth.

By gathering these items in advance, your Birth Certificate (and/or additional identification documents) can be ordered and received more promptly. Don’t worry if you don’t have them but bring them if you do!

Thank you!



**501 First Avenue North, Suite 420**  
**St. Petersburg, FL 33701**  
**P: 727-821-0726**  
**F: 727-231-0935**