

# Birth Certificates

Birth certificates (for birth dates in 2005 and later) are available at the following branches of the San Antonio Public Library:

**Great Northwest Branch** 9050 Wellwood 78250, 210.207.9210

Monday & Wednesday 12 - 5pm | Tuesday, Thursday & Friday 10am - 5pm

**Las Palmas Branch** 515 Castroville Rd. 78237, 210.207.9200

Monday & Wednesday 12 - 5pm | Tuesday, Thursday & Friday 10am - 5pm

**Mission Branch** 3134 Roosevelt Ave. 78214, 210.207.2704

Monday, Wednesday & Friday 10am - 5pm | Tuesday & Thursday 12 - 5pm

**Thousand Oaks Branch** 4618 Thousand Oaks Dr. 78233, 210.207.9190

Monday & Wednesday 12 - 5pm | Tuesday, Thursday & Friday 10am - 5pm

**Which birth certificates will be available?** Only certificates for people born during or after 2005 in the City of San Antonio and Bexar County will be available. Birth certificates for people born on military bases will not be available.

**What is the cost of a birth certificate?** The cost is \$23, paid by cash, credit/debit card, check, or money order to the City of San Antonio. The fee for a returned check is \$30.

**If the certificate I need isn't available at the library, where can I go?** Please visit Vital Records, Birth and Death Records Division, at 719 S. Santa Rosa, San Antonio 78204, or call them at 210.207.8815.

**How do I request a birth certificate?** At one of the participating branch libraries, check in at the Circulation Desk. Complete a birth certificate application form. When your certificate is ready, staff will call you by name (usually within 20 minutes). Return to the Circulation Desk to pay and pick up the birth certificate.

## Who can obtain a birth certificate?

State law allows the following individuals to obtain a birth certificate:

- Individual named on the certificate
- Related or immediate family member (parent, sibling, spouse, grandparent, legal guardian, or conservator)
- Legal representative: attorney or representative acting under contract bearing a notarized affidavit

## What do I need to obtain a birth certificate?

- Name of person for whom you are requesting a birth certificate
- Person's birthdate
- A photo ID of the person requesting the certificate
- Proof of relationship

**What form of ID do I need?** A current valid drivers license or other acceptable photo ID.



CITY OF SAN ANTONIO  
**VITAL RECORDS**

[sanantonio.gov/Municipal-Archives-Records/Birth-Death-Records](http://sanantonio.gov/Municipal-Archives-Records/Birth-Death-Records)



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