

## Child's Information

*(Please note: Your child's name cannot be changed by filing this AOP)*

Name: \_\_\_\_\_

SSN: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

## Mother's Information

Maiden Name: \_\_\_\_\_

SSN: \_\_\_\_\_ Phone Number \_\_\_\_\_

Complete Address \_\_\_\_\_

# Certified Birth Certificates

To obtain a certified copy of your child's birth certificate, contact the Cumberland County Register of Deeds office. Certified copies of birth certificates are \$10 each.

### Cumberland County Register of Deeds

Room 114  
117 Dick Street  
Fayetteville, NC 28301

Mailing address:  
P. O. Box 2039  
Fayetteville, NC 28302

**(910) 678-7795**  
8 a.m. to 5 p.m. Monday - Friday

## Resources

### Vital Record Registration

1235 Ramsey Street  
Fayetteville, NC 28301  
**(910) 433-3715**  
Fax (910) 433-3895  
kcannizzaro@co.cumberland.nc.us

### NC Child Support Services

1-800-992-9457  
www.ncdhhs.gov/dss/cse/index.htm



### North Carolina Vital Records

1903 Mail Service Center  
Raleigh, NC 27699-1903  
**(919) 733-3000**

# Cumberland County Department of Public Health

If you would like more information about the Cumberland County Department of Public Health's programs and services, health-related data, or community resources, please call (910) 433-3600, visit with someone at the information desk, or visit our website at [co.cumberland.nc.us/health.aspx#](http://co.cumberland.nc.us/health.aspx#).

Comments are welcome and can be submitted on our website at [co.cumberland.nc.us/health/comments\\_form.aspx](http://co.cumberland.nc.us/health/comments_form.aspx).

The Health Department is located at 1235 Ramsey Street in Fayetteville. Duane Holder, Interim Public Health Director.

[www.co.cumberland.nc.us/health](http://www.co.cumberland.nc.us/health)



**Public Health**  
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COUNTY**  
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May 2018

Cumberland County  
Department of Public Health

# Birth Registration Resources





## Home Births

Home births must be registered at the Department of Health. If a NC Certified Nurse Midwife attended your delivery, the midwife will assist you with this process.

For any unattended home birth, the mother is responsible for registering the birth with the department of health in the county where the birth occurred.

*The following are required for registering the birth:*

- Proof of delivery or pregnancy (records of prenatal care, ultrasound, etc.)
- Proof of address where birth occurred (i.e., a utility bill delivered by USPS)
- Valid Government issued ID  
*Acceptable forms of ID:*
  - State-issued driver's license
  - State-issued non-driver photo ID
  - US Passport
  - US military ID (with signature)
  - Veteran's ID card
  - Tribal enrollment card
  - Work authorization card
  - Permanent resident card

**For questions and appointments call  
(910) 433-3715**

## Affidavit of Parentage

If the parents of a child are not legally married, but wish to have the biological father's name added to the birth certificate an Affidavit of Parentage (AOP) must be completed.

If this was not completed at the hospital where the child was born, you can make an appointment with the Deputy Registrar at the Cumberland County Department of Public Health for assistance.

Please note, upon completion of the AOP, it can take up to 6 weeks for your child's birth record to be updated at the Register of Deeds office.

*The following are required to complete an Affidavit of Parentage:*

- A certified copy of child's NC birth certificate
- Both parents must be present
- Both parents must present valid ID (see list of acceptable forms of ID)
- Social Security numbers for both parents

### Father's Information

Full Name: \_\_\_\_\_ SSN: \_\_\_\_\_  
Complete Address \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ County & State of Birth: \_\_\_\_\_ Highest Completed Level of Education: \_\_\_\_\_  
Race: \_\_\_\_\_  
Are you Hispanic?  No  Mexican  Puerto Rican  Cuban  Other (specify) \_\_\_\_\_  
Phone Number: \_\_\_\_\_