Reasons why identification may be required at the Vital Records Office:

- Completing an Acknowledgement of Paternity form to add father to a child’s record.
- Completing an Affidavit of Correction to correct errors on a birth or death certificate.
- Requesting a death certificate of a person whose death occurred within the last five years with the social security number visible. Persons eligible to request the SSN include:
  - Spouse or legal partner
  - Natural or adopted child
  - Natural or adopted grandchild or great-grandchild
  - Licensed funeral director or agent
  - Federal/state/local government official
  - Press or media
  - Executor or administrator of the estate or an agent
  - Agent with power of attorney
  - Private investigator

Secondary proof of eligible relationship to the decedent is necessary.

Hours of Operation

Tuesday – Wednesday – Friday
8:00am – 3:30pm

Monday and Thursday
8:00am – 4:45pm

330-812-3845

Office of Vital Statistics
1867 West Market Street
Building A
Akron, Ohio 44313

Summit County Public Health complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex.

Spanish:
ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-311-1232.

Nepali:
श्रद्धालुका वितरिन्दा, नेपाली वाणिज्यको चिन्तन समेत विविध विषयहरू नियुक्त गर्न सक्छ । फोन गर्नुपर्नेपाली वा 1-800-311-1232
DID YOU KNOW...

- Certified birth certificate copies are available for all Ohio births.

- Certified death certificate copies are available for all Summit County deaths.

- Certified birth and death certificate copies are available for purchase through the mail, over the phone, or online.

- Application to establish paternity (Acknowledgement of Paternity Affidavit) for single parents is available free of charge.

- Assistance with correcting errors on Ohio birth certificates and Summit County death certificates is available (certain restrictions apply).

- Genealogy research access is available with a scheduled appointment.

- Proof of person or identification may be required.

The Summit County Office of Vital Statistics is responsible for filing and preserving Summit County’s birth and death records and issuing statewide birth certificates and death certificates for Summit County.

HOW TO ORDER

Walk-in/Same Day Service
Cash, personal check (photo ID required), money order, credit or debit cards accepted (additional fees apply for credit/debit card). Open daily during lunch. Cost: $22.00 each

Mail Order
Send a written request that includes the name, parents’ names, and date of birth or death of the person whose certificate is being requested, your daytime telephone number and a self-addressed stamped envelope to our office. Enclose a personal check, money order, or cashier’s check in the amount of $22.00 made payable to SCPH. Mail orders are processed within one business day of receipt in our office. Allow 7-10 business days for delivery. Note: SCPH is not responsible for mail requests that are lost, stolen or not delivered by the US Postal Service. All sales are final and non-refundable.

Web/Internet Orders
Go to vitals.scph.org. Orders are processed within one business day of the order date. There is a $1.95 processing fee and additional fees may apply for expedited delivery options.

Phone Orders
Call (330) 812-3845 to place an order with a credit card. Provide the name, parents’ names, and date of birth or death of the person whose certificate is being requested. Orders are processed for same day pick up, regular mail or expedited delivery (additional fees apply for credit card usage and for expedited delivery).

Birth and death certificate sales are not refundable. All sales are final.