**10 DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**MAINE CENTER FOR DISEASE CONTROL**

**146 OFFICE OF DATA, RESEARCH AND VITAL STATISTICS**

**Chapter 7: VITAL RECORDS FEES**

**SUMMARY:** This rule establishes the fees charged for copies of vital records and for services performed in the processing and preparation of vital records as authorized by 22-A MRS §210 and directed by 13 MRS § 1374.

**PURPOSE:** Fees support the cost of staff, operations and the development and maintenance of electronic systems which will facilitate the collection, storage and processing of vital records.

**I. DEFINITIONS**

For the purposes of Chapter 7, the following terms shall have the meanings set forth below:

A. **Vital Records Unit** means a unit withinthe Office of Data, Research, and Vital Statistics (formerly Office of Health, Data and Program Management).

1. **Vital Records** means records, certificates or reports that create the vitalstatistics system housed in the Vital Records Unit such as birth, death, marriage, domesticpartnership, and divorce.

**II. FEES**

Under the authority of 22-A M.R.S.A. §210 and 13 MRS § 1374, the Office of Vital Records shall collect the following fees for copies of vital records and for services performed in the processing and preparation of vital records. All fees are non-refundable.

A. $15.00 - Fee for record search of files for a time period of 1 year before and 1 year after the stated date of the event and one certified copy of the record if located. This fee is for each search conducted regardless of whether or not the record is located.

B. $6.00 - Fee for each additional certified copy of the same record requested at the time a search is made.

C. $25.00 - Fee for verification of facts pertaining to a vital record, payment must accompany request for verification.

D. Free - One certified copy of any vital record for use in determining eligibility for Veterans Administration benefits.

1. $60.00 - Fee for preparation and one certified copy of a:
2. Delayed birth certificate; or a
3. Legitimation – includes attested copy of Legitimation application at the time of legitimation of the registrant; or a
4. Court-ordered legal name change; or an
5. Amendment/correction or completion of a vital record; or
6. Adding a putative father’s name to a birth certificate upon receipt of an acknowledgment of paternity; court-ordered judgment of paternity; certified divorce decree or child protective order.

F. $60.00 - Fee for preparation and one certified copy of a new birth certificate as a result of an adoption of registrant born in the State of Maine or a foreign country, or the recognition of a foreign adoption.

G. $60.00 - Fee for processing adoption finalized in Maine for registrant born in another state.

H. $25.00 - Fee for a court-ordered opening ofa sealed adoption record and a non-certified copyof the legal portion of the original birth record as well as a copy of thecertificate ofadoption in the file.

I. Adult Adoptee Access to sealed file information:

1. $10.00 - Fee for issuing a non-certified copy of the legal portion of the original birth record in the file upon receipt of application request from an adult adoptee as specified in Title 22 MRSA §2768; and a
2. $10.00 – Fee for issuing a non-certified copy of Medical History form upon receipt of application request from an adult adoptee (if available) as specified in Title 22 MRSA §2769; and a
3. $10.00 – Fee for issuing contact preference information upon receipt of application request from an adult adoptee (if available) as specified in Title 22 §2769.

J. $50.00 – Fee for attestation of legitimation application.

K. $55.00 - Fee for preparation of delayed disposition of human remains permit, of which $5.00 must be deposited, on a quarterly basis, into the Cemetery Preservation Commission Fund to support the duties of the Maine State Cemetery Preservation Commission, as specified in 13 MRS §1374.

L. $50.00 - Fee for registration with the Adoption Reunion Registry.

1. $50.00 – Fee for registration of:
2. Domestic Partnership, and two certified copies of filed registration; or a
3. Termination of Domestic Partnership, and two certified copies of the filed termination.

N. $50.00 – Fee for research and issuance of certified marital status letter.

O. $10.00 - Fee for record search of files for a time period of 1 year before and 1 year after the stated date of event and one noncertified copy of the record if located. The fee is for each search conducted whether or not the record is located. The fee is for each search and copy whether or not the certificate number is provided. (Not a legal document.)

P. $50.00 – Fee for registration of researcher identification card. Approved card is valid for one year from date of issue.

Q. $25.00 - Fee for one noncertified copy of a record occurring between 1892 and 1955, for which the copy is available on microfilm at the Maine State Archives Research Room but is found to be illegible. (Not a legal document.)

R. $10.00 - Fee charged to researchers for each additional copy of a record requested after first 3 records (provided at no cost) request (limit one request of 3 records per week).

S. $30.00 - Fee for processing checks returned for insufficient funds.

T. $30.00 – Fee for issuing a Disposition Permit for transportation and disposition of human remains, of which $5.00 must be deposited, on a quarterly basis, into the Cemetery Preservation Commission Fund to support the duties of the Maine State Cemetery Preservation Commission, as specified in 13 MRS §1374.

1. $10.00 – Fee for issuance of attested record of stillbirth.

V. $100.00 – Fee for annual appointment of sub-registrar.

STATUTORY AUTHORITY:

13 MRS § 1374 and 22-A MRS § 210

EFFECTIVE DATE:

January 30, 1991

AMENDED:

January 4, 1994

EFFECTIVE DATE (ELECTRONIC CONVERSION):

May 5, 1996

AMENDED:

August 16, 2004 - filing 2004-317

October 13, 2009 – filing 2009-544

April 1, 2010 – filing 2010-148 (EMERGENCY)

July 12, 2010 - filing 2010-254

January 31, 2025 - filing 2025-027 (EMERGENCY)