

# Birth Record FAQs

## How do I get a copy of my birth certificate?

1. To get a copy of your birth certificate from Henderson County Clerk's Office, you must have been born in the state of Texas.
2. Be a properly qualified applicant i.e. Self, Immediate family member, his or her legal guardian or representative. Please see [Section 181.1\(21\) of the Texas Administrative Code](#) for more details.

Present identification consistent with the following identification:

- Driver's license from a U.S. state
- Federal or state ID card
- Military ID card
- U.S. passport

All primary identification documents must be current and valid. In the absence of primary identification view [Texas DSHS-Vitals](#) for complete details.

3. There will be a Birth Request Form to fill out in office.
4. Pay fee of \$23.00. We accept cash, check or card (convenience fee for using a card).

## Mail in Request

If you are unable to order in person:

1. Fill out [Birth Certificate request form and Notarized proof of affidavit](#).
2. Copy of valid I.D./ D.L.
3. Fee of \$23.00 (check or money order)

Please mail all that is listed to 125 N. Prairieville, Ste. 101 Athens, TX 75751.

For more information and any other questions please call our office:

Henderson Count Clerk- (903) 675-6140