

How to Obtain a Copy of a Birth Certificate

We only have your birth certificate if you were born in the City of Peekskill. Our birth records begin from 1892. **Please note that since September 1966 the Hudson Valley Hospital Center (formerly Peekskill Hospital) has been located in the Town of Cortlandt. Birth records subsequent to that date can be obtained by contacting the Cortlandt Town Clerk at (914)734-1020.**

Certified birth certificates can be obtained by the individual or a parent by mail or in person.

Applying by Mail:

Send a **notarized letter** stating the following information:

- ❖ Full name as listed on certificate
- ❖ Date of birth
- ❖ Mother's maiden name
- ❖ Father's full name
- ❖ Daytime phone number in case further information is needed

Also include a check or money order for \$10.00 made payable to the City of Peekskill. Kindly send a **self-addressed stamped envelope** along with your request.

Mail to:

City Clerk's Office
840 Main Street
Peekskill, New York 10566

Applying In Person:

The City Clerk's Office is located at 840 Main Street. Our regular hours are 9:00 AM to 5:00 PM. In July and August we are on summer hours, 8:30 AM to 4:00 PM. When you apply in person you must present valid **photo ID**, such as a driver's license, passport or employee ID (showing the owner's picture, signature and date of birth). The cost is \$10.00 for each certified copy. You may pay using cash, check or money order. You must provide the following information:

- ❖ Full name as listed on certificate
- ❖ Date of birth
- ❖ Mother's maiden name
- ❖ Father's full name