



18 North County Street
 Waukegan Illinois 60085
 847.377.2411
 LakeCountyClerk.info

Robin M. O'Connor
 Lake County Clerk

CIVIL UNION RECORD REQUEST

Valid identification required. See list to the right.

\$10.00 for a certified copy.
\$4.00 for each additional certified copy of same record issued at same time.

Individuals Named on Civil Union License *(please print information and sign below):*

Partner A

First	Middle	Maiden Last Name (if applicable)
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Partner B

First	Middle	Maiden Last Name (if applicable)
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Date of Union: _____ **Quantity:** _____

Place (City or Village): _____

Person obtaining record *(check appropriate box):*

- Individual named on record
- Parent, Brother, Sister, or Child *(circle Partner A or Partner B and relationship)*
- Other: _____

Your Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **E-mail:** _____

I do hereby attest that as the individual requesting this record, I am legally entitled to a certified copy or a non-certified copy (if applicable) of this record either personally being of age; as a parent, guardian, legal representative, or agent of the person whose record I am requesting; as having a qualified genealogical or property right interest; or because I am otherwise entitled to the record according to the Illinois Compiled Statutes (410 ILCS 535/25). I acknowledge that an individual who commits fraudulent use of a vital record is guilty of a Class 4 Felony, punishable by up to three years imprisonment.

Signature: _____

OFFICE USE ONLY

Acceptable Forms of Identification

- Must provide one (1) valid U.S. identification document
- Driver's license
 - State identification card
 - Passport
 - Military identification card *(with signature)*

If you do not have any of the above forms of identification, you must present **two (2) pieces** of the following documentation:

- Social Security Card with signature
- Certified copy of voter registration record
- Employee ID Card with photo and signature
- School ID Card with photo and signature
- Township ID Card with signature
- Certified copy of a birth certificate
(Certified English translation required for foreign certificates)
- U.S. original naturalization papers
- A valid foreign passport
- A valid U.S. resident alien card, or
- A valid consulate identification card
- A valid U.S. visa with photo and signature

Affidavits or expired documents are **not** acceptable.

Requesting a record by mail:

1. Complete all information on the request form.
2. Sign on the signature line.
3. Make legible photocopy of your identification (both sides.)
4. Write check or money order payable to **"Lake County Clerk."**
5. Include a large, self-addressed, stamped envelope.
6. Mail all items to: Lake County Clerk
 Attn: Vital Records
 18 North County Street, Room 101
 Waukegan, IL 60085