



Birth Certificate Fee Exemption for Youth Experiencing Homelessness

Authorized by KRS 213.141

Children or youth under age 25 experiencing homelessness under the U.S. Department of Education definition, including but not limited to those who are literally homeless, staying in shelter, doubled up, or couch-surfing, may obtain a birth certificate at no cost to them or the agency working with them, thanks to legislation passed in the 2019 Regular Session.

This applies to organizations or agencies who identify as one of the following:

1. A director or designee of a governmental or nonprofit agency that receives public or private funding to provide services to homeless people;
2. A local educational agency liaison for homeless children and youths designated pursuant to 42 U.S.C. sec. 11432(g)(1)(J)(ii), or a school social worker or school counselor;
3. The director, or director's designee, of a federal TRIO Program or a 4 Gaining Early Awareness and Readiness for Undergraduate Program; or
4. A financial aid administrator for an institution of higher education.

The process to obtain a birth certificate under this fee exemption is as follows:

1. Visit <https://chfs.ky.gov/agencies/dph/dehp/vsb/Forms/VS37BirthApp.pdf>, complete the application, and print the application.
2. Compose a letter on official letterhead that includes:
 - A. A description of the agency and which of the four types of agencies listed above is represented.
 - B. A statement requesting a "fee exempt birth certificate" on behalf of the name(s) of the individual(s).
 - C. Return address.
3. Make a copy of your (the requester's) ID, which is either:
 - A. An agency-issued photo ID; OR
 - B. A state-issued driver license for you, the requester, AND a copy of your business card OR organization-issued name tag (if it does not include a photo).
4. Mail the letter, printed application, and copy of the requester's identification to:
Office of Vital Statistics
275 East Main Street, 1E-A
Frankfort, KY 40601

Questions? Contact the Office of Vital Statistics at 502-564-4212.