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Director and State Public Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

October 11, 2017

17-10

TO: LOCAL REGISTRARS OF BIRTHS AND DEATHS
CHIEF DEPUTY REGISTRARS OF BIRTHS AND DEATHS
COUNTY CLERKS
COUNTY RECORDERS

SUBJECT: WILDFIRE IMPACTING NAPA, SONOMA, YUBA, BUTTE, LAKE,
MENDOCINO, NEVADA AND ORANGE COUNTIES

On October 9, 2017, Governor Edmund G. Brown Jr. issued an emergency proclamation for Napa, Sonoma, Yuba, Butte, Lake, Mendocino, Nevada and Orange counties due to the effects of multiple fires, including the Tubbs, Atlas, Cherokee, LaPorte, Sulphur, Potter, Cascade, Lobo and Canyon fires, which have damaged critical infrastructure, threatened thousands of homes and caused the evacuation of residents.

Pursuant to these Proclamations of a State Emergency, all fees for certified copies of birth, death, marriage, and dissolution of marriage records are suspended for any individual who lost such records as a result of the wildfires. These Proclamation Orders will remain in effect until the Governor terminates the State of Emergency. Copies of these Proclamations are available for viewing at:

<https://www.gov.ca.gov/news.php?id=19994>

<https://www.gov.ca.gov/news.php?id=19998>

When requesting free copies of a vital record, victims of the fires should state on the application, "Wildfire," and complete the enclosed sworn statement declaring under penalty of perjury that they are a victim. The sworn statement for wildfire victims is a combined sworn statement which also includes the sworn statement required by Health and Safety Code (HSC) Section 103526. For requests sent to the California Department of Public Health-Vital Records (CDPH-VR), victims should additionally make the notation "Wildfire" on the front of the mailing envelope, for faster processing.

The application and combined sworn statement must be submitted to complete the request.

Enclosed is a Monthly Transmittal of Fees form (VS 5), that includes a space to report the number of free copies issued by the county. The cell under "Total" for "Number of Free Copies Issued" has been shaded to avoid confusion when calculating the total fees owed.

WILDFIRE IMPACTING NAPA, SONOMA, YUBA, BUTTE, LAKE, MENDOCINO,
NEVADA AND ORANGE COUNTIES

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If you have any questions regarding this matter, please contact the CDPH-VR, Quality Assurance and Production Section at (916) 552-8116.

Sincerely,

Original signed by:

Tony Agurto, MPA
Deputy State Registrar
Assistant Deputy Director
Center for Health Statistics and Informatics

Enclosure

SWORN STATEMENT

I, _____, declare under penalty of perjury under the laws of the State of California, that I am an authorized
 (Applicant’s Printed Name)

person, as defined in California Health and Safety Code Section 103526 (c), and that I am a victim of the Napa, Sonoma, Yuba, Butte, Lake, Mendocino, Nevada or Orange County (Tubbs, Atlas, Cherokee, LaPorte, Sulphur, Potter, Cascade, Lobo and Canyon) Fire and lost certified copies of birth, death, or marriage records as a result.

Pursuant to the Governor’s Proclamations of a State of Emergency, I am eligible to receive a free certified copy of the birth, death, or marriage certificate of the following individual(s):

Name of Person Listed on Certificate	Applicant’s Relationship to Person Listed on Certificate (Must Be a Relationship Listed on Page 1 of Application)

(The remaining information must be completed in the presence of a Notary Public or CDPH Vital Records staff.)

Subscribed to this _____ day of _____, 20____, at _____,
 (Day) (Month) (City) (State)

 (Applicant’s Signature)

Note: If submitting your order by mail, you must have your Sworn Statement notarized using the Certificate of Acknowledgment below. The Certificate of Acknowledgment must be completed by a Notary Public. (Law enforcement and local and state governmental agencies are exempt from the notary requirement.)

CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of _____)

County of _____)

On _____ before me, _____, personally appeared _____,
 (insert name and title of the officer)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct

WITNESS my hand and official seal.
 (SEAL)

 SIGNATURE OF NOTARY PUBLIC