

641—95.8(144) State registrar. Review the Birth Registration Certification Fee Summary Report for completeness and correctness, verify that all certificates of birth correspond with those listed on the Birth Registration Certification Fee Summary Report, account for all fees and deposit fees.

95.8(1) For births filed directly with the state registrar, complete a Birth Registration Certification Fee Summary Report, collect the registration and certified copy, fees, and deposit fees.

95.8(2) If the fee has not been collected or waived, provide notice to the responsible party that a fee is required for registration of a birth certificate and that the fee is due.

95.8(3) If the fee is paid or waived within six months of the receipt of the Birth Registration Certification Fee Summary Report, it shall be noted on the Birth Registration Certification Fee Summary Report. Fees shall be accounted for and deposited.

Two weeks after notice of payment due has been sent, if no fee has been received, the uncollected fee will be referred to the county attorney of the county in which the birth occurred.