

641—99.6 (144) Amendment of vital record—one year or more after the event.

99.6(1) Amendments of vital records may be made by the state registrar one year or more after the date of the event upon request from an entitled person. Amendments include the correction of obvious errors, omissions, or transposition of letters in words of common knowledge.

99.6(2) For a certificate of live birth, entitled persons include in the following descending order of priority:

- a.* The single parent or both parents as shown on the child’s certificate of live birth;
- b.* The mother, in the case of the death or incapacity of the father;
- c.* The father if listed on the birth certificate, in the case of the death or incapacity of the mother;

or

- d.* The legal guardian or agency having legal custody of the child.

99.6(3) For a certificate of death or fetal death other than the medical certification, entitled persons include:

- a.* The surviving spouse as shown on the certificate of death;
- b.* A parent as shown on the certificate of death or fetal death; or
- c.* The informant as shown on the certificate of death or fetal death.

99.6(4) Amendment of a medical certification of cause of death or fetal death shall be requested solely by the medical certifier listed on the certificate of death or fetal death.

99.6(5) For a certificate of marriage, entitled persons include either of the parties married.

99.6(6) Entitled persons requesting an amendment shall submit the following to the state registrar:

- a.* A completed and notarized amendment request on the applicable form as follows:
 - (1) Amendment to Certificate of Live Birth form.
 - (2) Amendment to Certificate of Death or Fetal Death form.
 - (3) Amendment to Certificate of Marriage form;

- b.* A legible copy of a current government-issued photo identification or other identification documents acceptable to the state registrar;

- c.* Certified copies of one or more pieces of documentary evidence supporting the amendment; and

- d.* The required fees pursuant to rule 641—95.6(144).

99.6(7) The documentary evidence shall have been established at least five years prior to the date of the application or within seven years of the date of the event.

- a.* The state registrar shall determine a priority of best evidence and may, at the state registrar’s discretion, require additional documentary evidence to support the requested amendment.

- b.* The state registrar shall evaluate the evidence submitted in support of any amendment, and when there is reason to question the validity or adequacy of the evidence, the state registrar may reject the amendment and shall advise the applicant of the reasons for this action.

99.6(8) An administrative fee shall be charged and remitted pursuant to rule 641—95.6(144).

99.6(9) The original certificate shall be clearly marked “amended” and the date of the amendment shall be endorsed on the certified copy. A summary description of the evidence submitted in support of the amendment shall be made a part of the record.

99.6(10) The amended certificate shall be on file at the county registrar’s office pursuant to rule 641—95.7(144).

99.6(11) Any certified copies of the incorrect certificate shall be surrendered for replacement at no cost. Additional certified copies of the amended certificate may be obtained upon the state registrar’s receipt of a notarized application, legible copy of a current government-issued photo identification or other identification documents acceptable to the state registrar and payment of the fee pursuant to rule 641—95.6(144).