



Town of Mamaroneck
Office of the Town Clerk, Town Center
740 West Boston Post Road,
Mamaroneck, NY 10543-3353

Christina Battalia, CMC, RMC
Mamaroneck Town Clerk

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To whom it may concern,

Copies of vital records for persons who were born, died or obtained their marriage license in the Town of Mamaroneck are on file with the Town Clerk. Birth records can be issued to the person named if 18 or older, parents of the named, or their lawful representative. Marriage records can be issued to the bride or groom, or their lawful representative. Death certificates may be issued to current spouse, parent, child, or sibling of the deceased, or their lawful representative.

PLEASE NOTE WE ARE NOT PERMITTED TO GIVE PHONE VERIFICATION OF VITAL RECORDS, NOR CAN WE ACCEPT CREDIT CARD INFORMATION BY PHONE OR EMAIL.

In order to initiate a search and obtain a copy of a vital record a completed signed request form must be submitted by mail (address above) a check made out to the Town of Mamaroneck in the amount of \$10.00 per copy, and a copy of one of the following identifications:

- Driver's License
- State issued non-driver ID
- Passport
- U.S. Military issued photo ID

Your documentation must demonstrate your legal right to obtain a vital record. You may be asked for addition documentation such as a birth certificate, a marriage certificate, or legal documentation.

Please feel free to call us or email us with any question.

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