

Gratiot County Clerk  
214 E. Center Street Suite 16, Ithaca, MI 48847-1446  
Phone: (989) 875-5215 #1 Fax: (989) 875-5254  
[clerkcopier@gratiotmi.com](mailto:clerkcopier@gratiotmi.com)

**TO OBTAIN A BIRTH, DEATH, MARRIAGE OR DIVORCE RECORD:**

- Apply **in person** with appropriate photo identification and fee. Payment options: Cash, check, money order, debit/credit card. Additional fees apply for debit/credit payments.
- **Mail or Fax\***, complete the “Vital Records Application” on left hand menu or a written request including:
  - Name of person on requested record
  - Name of second person on requested record (only applicable for marriage/divorce)
  - Date of Event (Date of Birth, date of death or marriage date)
  - For birth, include parent’s names (including mother’s maiden name)
  - Return address
  - Daytime phone number
  - Signature
  - Photo identification (Copy of valid driver’s license, passport, state or military ID. If unable to provide these, please call our office for other options).
  - Payment Options: Check or money order payable to Gratiot County Clerk
  - Fee: \$26.00 for the first certified copy and \$12.00 for each additional copy of the same record purchased at the same time. Senior Citizens-65 and over fee is \$7.00 for the first certified copy and \$7.00 for each additional copy. For divorce records, a true copy of \$1.00 per page and certified copy is \$10.00 plus \$1.00 per page. Please call our office for amount.
- NOTE: \***Fax** request and photo identification to (989) 875-5254 and pay by debit/credit card. To make payment, go on-line [www.govpaynow.com](http://www.govpaynow.com) or call 1-888-604-7888. Please use pay location code (PLC#) 5159. Additional fees apply.

**BIRTH CERTIFICATE (1867 to Present)**

According to MCL 333.2882(1)(a)), only the following persons are eligible for a certified copy of a birth record that is not over 100 years old:

- The person named on the record,
- A parent named on the record,
- A legal guardian of the person named on the record. With your application you must include a copy of the court-appointed legal guardianship papers. Custody papers are **not** acceptable to request a birth record.
- An heir if the person on the record is deceased. A copy of a birth record can be released to an heir of a deceased person, but you must prove your relationship to the person and provide the decedent’s death certificate.
- A court of competent jurisdiction that supplies a court order (a Michigan court, a federal court or another jurisdiction whose laws are not in conflict with Michigan laws).

## **DEATH CERTIFICATE (1867 to Present)**

Death records are available for persons whose death occurred in Gratiot County.  
Our office only provides certified copies of death records.

## **MARRIAGE CERTIFICATE (1855 to Present)**

Gratiot County marriage records are on file for parties who were residents of Gratiot County and made application for the license in Gratiot County at the time in which they were married.  
Our office only provides certified copies of marriage records.

## **DIVORCE RECORDS (1944 to Present)**

Gratiot County divorce records are on file for parties who were divorced in Gratiot County.  
Our office provides true copies and certified copies of any document in the file.  
The normal request for divorce is the “Judgment of Divorce”.  
Please specify if you would like another form from the file.  
Divorces prior to 1944, please contact:.

## **GENEALOGY**

Genealogy hours are Tuesday and Wednesday from 10 a.m. – 12 p.m. and 1 p.m. – 3 p.m.

- Any **death** or **marriage** record can be searched. **Birth** records for Genealogy are only available when the records are 100 years old or more. An heir with proof of death can only obtain a birth record that is less than 100 years old.
- We only issue certified copies of records.
- If birth is less than 100 years old, can only be obtain by an heir with proof of death. Please include copy of your photo identification and your birth record.

### **Other genealogy sources:**

Gratiot County Historical and Genealogical Society  
PO Box 73, Ithaca, MI 48847  
Phone: 989.875.6232  
Website: [www.gchgs.org](http://www.gchgs.org)  
Contact: Carol Douglas 989.466.5730 or [info@gchgs.org](mailto:info@gchgs.org)

### **Archives of Michigan, Michigan HistoryCenter**

702 W. Kalamazoo Street, Lansing, MI 48913

Phone: (517) 335-2576

E-mail: [archives@michigan.gov](mailto:archives@michigan.gov)

Website: [Michigan.gov/mhc/archives](http://Michigan.gov/mhc/archives)

Hours for genealogy are Monday-Friday 1 pm – 5 pm, and Saturday 10-4

Be sure to bring a driver’s license, state I.D. or other valid form of identification that includes a personal photograph! You will not be able to access original archival materials without it.