

To Obtain A Certified Abstract of a Birth or Death Record

NH vital records are considered private and access to them is restricted to those individuals with a “direct and tangible interest” in a record in accordance with NH State Statutes. To obtain a certified abstract of a birth or death, you must provide the following information in writing:

1. Name at Birth or (Name at Death)
2. Date of Birth or (Date of Death)
3. Place of Birth or (Place of Death)
4. Mother’s First & Maiden Surname
5. Father’s Name
6. Purpose for the Certificate
7. Relationship to the Person in #1

If you need a certified abstract of your marriage license, you may request a copy in person or by providing the following information in writing:

1. Name of Groom
2. Name of Bride
3. Date of Marriage
4. Place of Marriage
5. Purpose for which the certificate is needed

A request must contain the signature of the person requesting the record. If ordering the abstract by mail, you must also include a valid, legible photocopy of your picture ID, such as a driver’s license or other government issued photo id. If you do not have a photo, id, please call the Town Clerk’s office at 237-5200 for assistance.

New Hampshire law requires that a nonrefundable search fee of \$15.00 be collected for each record requested. This search fee also covers the certified record cost for the first certified copy. Additional certified copies of the same record, ordered at the same time, are available for \$10.00 each. Please make checks payable to the “Town of Colebrook.”

Exempt Records:

Certain older records are exempt from access restrictions. Birth records older than 100 years, and deaths, marriages and divorce records older than 50 years are available with unrestricted access. You can access these records through the town clerk where the original license was obtained or through the Bureau

of Vital Records Genealogy Center at 71 South Fruit Street, Concord, NH. The center is open to the public at 8:30 to 11:45 am and 12:15 – 4:00 pm, Monday through Friday. (Please note the vault closes at 3:30 pm on Wednesday). Volunteers will assist you in your search.