

TOWN OF JAMESTOWN
TOWN CLERK'S OFFICE

VITAL RECORDS
(Birth, Marriage, or Death Certificates)

RHODE ISLAND RECORDS ONLY:

1. All requests must be made on a Vital Records Order Form.
2. Only one type of record (e.g., birth, marriage, or death) for one name may be requested on a form.
3. All requests for vital records must include the relationship and date of the birth, marriage, or death sought.
4. Birth records prior to 2005 can be obtained in the birth community or through Rhode Island State Archives. Birth Records for 2000 to the present can be obtained in any community throughout Rhode Island.
5. When requesting records through the mail, please enclose a copy of your driver's license and a self-addressed envelope.
6. The cost for one type of record is \$20.00 for the first copy and \$15.00 for each additional copy. (If a birth record and marriage record were to be requested the cost would be \$20.00 for each type of record.)
7. Each request must be accompanied by a copy of your driver's license, check in the appropriate amount, and the Vital Records Order Form.
8. Requests should be mailed to Town Clerk's Office, 93 Narragansett Avenue, Jamestown, RI 02835. No telephone or facsimile requests will be accepted.

Any questions regarding the access of vital records in Jamestown can be made by calling the Town Clerk's Office at 401-423-7200. Any questions can also be made to the Rhode Island Department of Vital Records, 3 Capitol Hill, Room 101, Providence, RI 02908, telephone number 401-222-2812, Monday through Friday 8:30 a.m. to 4:00 p.m.