

Direct relationship by blood is defined as:

- **The person of record** - Proof required: Proper identification.
- **A parent listed on the certificate to the person of record** - Proof required: Proper identification.
- **A child to the person of record** - Proof required: The birth certificate of the applicant.
- **A brother or sister to the person of record** - Proof required: The birth certificate of the applicant showing both the same parents.
- **A grandparent (if their child is listed on the record) to the person of record** - Proof required: The birth certificate of their child.
- **A grandchild to the person of record** - Proof required: The birth certificate of the applicant AND the birth certificate of the applicant's parents.

Direct relationship by marriage is defined as:

- **Spouse or domestic partner to the person of record** - Proof required: The marriage license or certificate of domestic partnership.
- **Step parent to the person of record** - Proof required: The marriage license or certificate of domestic partnership.
- **Step children to the person of record** - Proof required: The parent's marriage license or certificate of domestic partnership AND the applicant's birth certificate.

Legal relationship is defined as:

- **Attorney or legal counsel to the person of record** - Proof required: A copy of a court order or document.
- **Public Administrator or Guardian to the person of record** - Proof required: A copy of a court order or court documentation.
- **Legal Guardian to the person of record** - Proof required: A copy of a court order.
- **Adoptive parents to the person of record** - Proof required: Proper identification.
- **Adoptive child to the person of record** - Proof required: The applicant's birth certificate.

Facilitate a legal process is defined as:

- **For a law enforcement investigation** - Proof required: A request on department letterhead which includes the department case number.
- **For any criminal or civil court proceedings** - Proof required: Court documentation such as a petition showing court proceedings.
- **For other legal matters such as to settle an estate, survivor benefits or release of lien or debt** - Proof required: Court documentation, insurance documentation or other proper documentation.