



## *Sioux County Recorder's Office*

Jessica Kooiker, Recorder/Registrar

Box 48

Orange City, Iowa 51041-0048

Phone (712) 737-2229

Fax: (712) 737-3032

[jessicak@siouxcounty.org](mailto:jessicak@siouxcounty.org)

To Whom It May Concern:

Enclosed please find the Form you should use to request your Vital Record

(Birth/Marriage/Death Record) from Sioux County. Please complete the Form and have the signature notarized. The Form and \$15.00 fee (payable to Sioux County Recorder) and a Copy of your Driver's License should be returned directly back to my office. When I get your request and the fee here in my office, I will issue the Certified Copy of the Vital Record and mail it directly back to the Address listed on the Form.

If your Birth occurred between the Years of 1921 – 1941, you must request your birth record from the State of Iowa. If a single parent birth occurred before 1990, that record must also be requested from the State of Iowa.

The address is: Iowa Dept. of Public Health

Lucas State Office Building, 1<sup>st</sup> Floor

321 E. 12<sup>th</sup> Street

Des Moines, Iowa 50319-0075

If you have any further questions, please feel free to call me at 712-737-2229 or e-mail me at [jessicak@siouxcounty.org](mailto:jessicak@siouxcounty.org)

Thank you.

*Jessica Kooiker*

Sioux County Recorder  
P.O. Box 48 (Mailing Address)  
Orange City, Iowa 51041-0048

Sioux County Recorder  
210 Central Avenue SW (physical address for overnight request)  
Orange City, Iowa 51041

