VS-24B

The VS-24B form is used to amend your birth certificate, such as to change your name and gender.

If you only change your name, you'll receive a two-page birth certificate listing both your new and old name.

If you change both your name and gender, you'll receive a new birth certificate without any indication that it isn't the original. The original birth certificate is then sealed and can only be obtained with a court order.

- On page 1
  - Under **Applicant Name and Mailing Address**, use your new name (the one you're changing to), and put the address where you'd like to receive your new birth certificate and/or any mail pertaining to your request. This does not have to be your permanent address.
  - It is recommended to provide an email address so that the CDPH can notify you when they receive the request and when they mail out the new birth certificate.
  - Under **Calculate the Fee**, write $26 in **Total Fee** unless you want additional copies on top of the one included with the amendment, in which case, you can add $29 to the total fee for each extra copy.
- On page 2
  - In Part 1, fill out your information as it appears on your current (unchanged) birth certificate. This information is used by the CDPH to find your original birth record.
  - In Part 2, check the boxes to the left of all the options you'd like to change. For example, "Child's First Name", "Child's Middle Name", "Child's Last Name", and "Sex". Then, put the new details in the boxes to the right of the items you checked.
  - Under **Reason for the Correction**
    - If you're changing your gender, write "To change the sex specified on my birth certificate to conform to my gender identity and not for any fraudulent purposes."
    - If you're changing your name, write "Name is changed pursuant to Superior Court of California, County of *[county of name change]*, Court Case Number *[name change court case number]*, dated *[mm/dd/yyyy]*." If you changed your name in a state other than California, replace "Superior Court of California" with the name of the court that issued the order.
    - **If you're changing both, write both of the reasons.**
  - Under **Printed Name**, put your new name (the one you're changing to).
  - Under **Relationship**, write "Self".
  - Under **Address**, put the address where you'd like to receive your new birth certificate and/or any mail pertaining to your request. This does not have to be where you live, just somewhere you can receive mail.

- Sign and date the form. Despite the form saying that two people must sign, if you're changing your own record, only you have to sign the form.

Example

Here's what your form should look like once it's finished (Everything I added is in red for emphasis. Use black when you're filling your form out):

Application to Amend a Birth Record (VS 24B)

Applicant Name and Mailing Address

Name: Jane Jamie Doe Street: 1000 Example Street

City: Los Angeles State: CA Zip Code: 90000

Email: user@example.com Phone: (123) 456-7890

Calculate the Fee

(this depends on the date of birth, use the appropriate table)

Within one year of date of birth	
Amendment Fee (amended copy not included)	$0
Fee for Copy of Amended Record ($29 each)	
Total Fee	

After one year of date of birth	
Amendment Fee (1 amended copy included)	$26
Fee for Additional Copies ($29 each)	$0
Total Fee	$26

For any of the following amendments, please use the "**After one year date of birth**" box above to calculate the fee:

- Correcting the sex field due to a hospital or Local Registrar error
- Changing child's sex field to reflect gender identity
- Changing parent designation to reflect gender identity on child's birth certificate

Please Read the Instructions Carefully

Step 1: Complete page 2 of this form and include information for all required fields.

Step 2: Complete and include a Notarized Sworn Statement (form VS 20) if you are requesting a copy of the amended record (this applies to most requests). A copy of this form is downloadable from: https://www.cdph.ca.gov (type VS 20 in the Search Field).

Step 3: Include a certified copy of the Court Order (if applicable). Please review the pamphlet to determine if you need a court order.

Step 4: Include a check or money order for fee calculated above. Make the check or money order payable to CDPH - Vital Records. **PLEASE DO NOT SEND CASH.**

Step 5: If you have any questions on how to complete these forms, please email your questions to CHSIVitalRecords@cdph.ca.gov before submitting your package.

Step 6: Mail all of the items above to:

CDPH - Vital Records
MS 5105
P.O. Box 997410
Sacramento, CA 95899-7410

VS24-S1

EXAMPLE

Application to Amend a Birth Record (VS 24B)
(page 2 of 2)

Items Marked with a Diamond (♦) are Required

Part 1: Provide the following information so that CDPH-Vital Records can identify the original birth record. This should reflect how it appears now - before the correction. Please provide as much information as possible.		
First Name John	Middle Name James	Last Name Doe
Date of Birth 01/01/1970	City of Birth (if known) Los Angeles	County of Birth Los Angeles
Full Name of First Parent Jessica Dorothy	Full Name of Second Parent (if applicable) Jared Doe	

Part 2: Items to Correct - Leave items blank if no change is requested.

Items To Change (commonly corrected items)			**Enter the New Corrected Name or Value**
Check the box to the right → if you want to change or correct this item	✖	Child's First Name	Jane
	✖	Child's Middle Name	Jamie
	✖	Child's Last Name	Doe
		Date of Birth	
	✖	Sex	Female
		1st Parent, First Name	
		1st Parent, Middle Name	
		1st Parent, Last Name	
		1st Parent, Date of Birth	
		2nd Parent, First Name	
		2nd Parent, Middle Name	
		2nd Parent, Last Name	
		2nd Parent, Date of Birth	

Other Items Not Listed Above - Enter a descriptive name and the incorrect name or value.	**Enter the New Corrected Name or Value**

Enter the Reason for the Correction: ♦
To change the sex specified on my birth certificate to conform to my gender identity and not for any fraudulent purposes. Name is changed pursuant to Superior Court of California, County of Los Angeles, Court Case Number 24AAAA00000, dated 01/01/2024.

We, the undersigned, hereby certify under penalty of perjury that we have personal knowledge of the above facts and that the information above is true and correct.

TWO persons must sign this form to correct a birth record			
	Signature of 1st Person ♦	Printed Name ♦ Jane Jamie Doe	Relationship ♦ Self
	Date Signed ♦	Address (Street and Number, City, State, and Zip) ♦ 1000 Example Street Los Angeles, CA 90000	
	Signature of 2nd Person ♦	Printed Name ♦	Relationship ♦
	Date Signed ♦	Address (Street and Number, City, State, and Zip) ♦	

VS24-S2

VS 24B (1/2023)

UNOFFICIAL DOCUMENT

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