

Waukesha County Register of Deeds - Vital Records

Application Instructions

1. Fill out the application for the vital record(s) you are requesting completely and accurately.
2. Applicant must provide photo identification (Driver's License, State ID, etc.) either by photo copy or by e-mail to vitalrecords@waukeshacounty.gov.
3. Provide payment by one of the following methods: check, money order, or credit/debit card (if paying by credit/debit card, see authorization release form on reverse side).
4. Send above listed materials to the Register of Deeds office either by U.S. Mail or by utilizing the silver drop box located on the east side of the Waukesha County Administration Center.

Waukesha County Register of Deeds
515 W. Moreland Blvd. Rm AC110
Waukesha, WI 53188
262-548-7863

Waukesha County Register of Deeds – Credit/Debit Card

Authorization Release Form

I hereby authorize Waukesha County Register of Deeds to charge my credit/debit card as follows:

Amount: \$ _____

Card Type: ___ Visa ___ MasterCard ___ Discover ___ Other

(We do not accept American Express)

Account Number: _____

CCV: _____ Expiration Date: _____

Name: _____

Billing Address: _____

City, State, ZIP: _____

Signature: _____ Date: _____

(This form will be shredded immediately after payment information is entered into our system.)