



BIRTHDATE EVIDENCE ALTERNATIVES FACT SHEET

NOVEMBER 2015

NYCERS requires a copy of your birth certificate, and in some cases a copy of your beneficiary's birth certificate as well, in order to calculate retirement benefits. This fact sheet lists alternative documentation that NYCERS will accept as evidence of birthdate if you cannot provide a legible, English-language birth certificate.

In place of documents that are in a language other than English, please submit a notarized English translation of the birth certificate, as well as a copy of your original.

In place of documents that are illegible, please submit a clear, legible copy of the birth certificate free of markings and erasures.

If you are unable to obtain an original birth certificate, you may submit a letter from the Social Security Administration containing date of birth, or a copy of one of the following that shows a birthdate:

Hospital birth record	Current U.S. Passport or U.S. Passport Card
Ecclesiastical record (religious document; this must indicate date of birth or age)	Naturalization (citizenship) certificate
State or Federal census record	A "delayed" birth certificate
Current Resident Alien or Permanent Resident Card	

If you do not have a birth certificate or any of the documents listed above, you (or your beneficiary) must complete a Birth Evidence Affidavit and submit it to NYCERS with a copy of any three (3) of the following documents that show a birthdate:

School record	Your child's birth certificate showing your date of birth
Signed statement by the physician/midwife who was in attendance at birth	Immigration record
Bible or other family record (do not tear out a page; bring full record or book to our Customer Service Center)	Hospital chart/record
Insurance policy	Current Foreign Passport
Marriage record	Labor union or fraternal records
Employment record	Permit, license, voter registration, NYC Municipal ID Card

If your name is different from the name on the birthdate evidence, you are required to provide additional valid documentation explaining the name change, such as a court order, a copy of a marriage certificate or divorce papers. Please write your member number on any document that you send.

Birth Certificates from Puerto Rico issued prior to July 1, 2010 are invalid and therefore not acceptable.

Birthdate Evidence Alternatives Fact Sheet #709



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