

**CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES**

P.O. Box 419064, Rancho Cordova, CA 95741-9064



December 2, 2013

CSSIN LETTER: 13-04

ALL IV-D DIRECTORS  
ALL COUNTY ADMINISTRATIVE OFFICERS  
ALL BOARDS OF SUPERVISORS

Reason for this Transmittal

- State Law or Regulation Change
- Federal Law or Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS

**SUBJECT: ACCEPTING NON-EMBOSSSED CERTIFIED COPIES OF DOCUMENTS**

Effective November 1, 2013, the California Department of Public Health – Vital Records (CDPH-VR) will discontinue embossing certified copies of birth, death, fetal death, and marriage records.

Embossing is not statutorily mandated by state or federal law. The State Registrar agrees with federal partners that embossing is not a security feature. The elimination of embossing will result in reduced processing times of applications for certified copies of birth, death, fetal death, and marriage records. Certified copies will continue to carry security features including, but not limited to: Intaglio print; latent image; fluorescent, consecutive numbering with matching barcode; microprint line; prismatic printing; multi-colored watermark of the state seal; void pantograph; fluorescent security threads; and fluorescent fibers.

Please be aware of these changes for child support purposes and accept non-embossed versions of certified copies of birth, death, fetal death, and marriage records issued by CDPH-VR after November 1, 2013. The Intergovernmental Reference Guide has been updated to reflect this change.

If you have any questions regarding this matter, please contact the Policy and Program Branch at (916) 464-5883.

Sincerely,

o/s

VICKIE K. CONTRERAS  
Deputy Director  
Child Support Services Division