



**Missouri Department of Health and Senior Services**

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**Donald G. Kauerauf**  
Director



**Michael L. Parson**  
Governor

DATE: Thursday, October 21, 2021

TO: Local Public Health Agencies

FROM: Dylan R. Bryant, Deputy State Registrar  
Bureau of Vital Records, Division of Community and Public Health

SUBJECT: New Vital Records Certificate Paper – Registrar Update

Effective Monday, November 1<sup>st</sup>, 2021, all vital records certificate paper bearing the name of **“Kenneth J. Palermo, State Registrar”** will **no longer be valid** and should **not be issued** in any capacity. Any vital records certificate paper not issued by October 31<sup>st</sup>, 2021, should be properly disposed of by documenting the remaining beginning and ending paper ranges using the control numbers printed on the bottom back of a certificate and then securely shredding all remaining certificates. Please **do not** return any certificates to the Bureau of Vital Records.

**Example:** 11/01/2021 – Shredded birth certificate range 00100000KP to 00101500KP

Starting later this week, an initial supply (250-750 sheets each of birth and death) of new vital records certificate paper will begin shipping out to all local public health agencies who issue vital records. This supply of paper will contain the name of **“Dylan R. Bryant, Deputy State Registrar”** and should be used beginning on **Monday, November 1<sup>st</sup>, 2021**.

When full printing production is completed in a few weeks, every local public health agency that issues vital records will automatically receive one box (1500 sheets) of birth certificates and one box (1500 sheets) of death certificates. After these initial rounds of certificate mailings, normal ordering of vital records by request will resume.

Several months ago, new certificate paper (red, white, and blue) started replacing previous versions of certificate paper (green and white and blue and white). The newly designed certificate paper has a different alignment than previous certificates. **Therefore, if you have not already, when you receive this new certificate paper, please contact the Bureau of Vital Records at 573-751-6387 to get your local printer settings updated over the phone. This must be completed before you begin printing on new certificate paper.**

**Note:** If you have already switched over and are currently issuing on the red, white, and blue certificate paper, you do not need to call into the bureau again once you receive new certificate paper with the updated registrar name. On Monday, November 1<sup>st</sup>, you will simply be able to switch out the Kenneth J. Palermo certificate paper and replace it with the Dylan R. Bryant certificate paper.

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As a reminder, both birth certificate and death certificate paper will now be the same general layout and color (red, white, and blue). However, they are separate documents and should not be mixed. Each piece of certificate paper for birth and death will be clearly pre-marked across the upper mid-section of each piece of certificate paper in bold font as follows: “Birth Certification” for birth and “Death Certification” for death.

### **Approximate Timeline**

#### **Friday, October 22<sup>nd</sup>, 2021 (Estimated)**

Initial reams of newly updated registrar birth and death certificate paper will begin shipping for use beginning Monday, November 1<sup>st</sup>, 2021.

#### **Thursday, October 28<sup>th</sup>, 2021**

If you have not yet received any new vital records certificate paper by this date, please contact the Bureau of Vital Records at 573-751-6387.

#### **Sunday, October 31<sup>st</sup>, 2021**

Last day that vital records certificates bearing the name “Kenneth J. Palermo” may be issued.

#### **Monday, November 1<sup>st</sup>, 2021**

First day that vital records certificates bearing the name “Dylan R. Bryant” may be issued.

#### **Wednesday, November 3<sup>rd</sup>, 2021 (Estimated)**

One (1) box of new birth certificate paper and one (1) box of new death certificate paper will begin shipping to each local public health agency that issues vital records.

Thank you for all you continue to do to work with the Bureau of Vital Records. You are providing an important service to our communities. If you have any questions, please do not hesitate to reach out to us.

Sincerely,



Dylan R. Bryant, MPA  
Deputy State Registrar, Division of Community and Public Health  
Missouri Department of Health and Senior Services