



Sioux County Recorder's Office

Jessica Kooiker, Recorder/Registrar

Box 48

Orange City, Iowa 51041-0048

Phone (712) 737-2229

Fax: (712) 737-3032

jessicak@siouxcounty.org

To Whom It May Concern:

To request a Birth, Death OR Marriage record the request form can be found here:

https://hhs.iowa.gov/sites/default/files/idphfiles/app_certified_copies_generic-20230701_0.pdf

We can also email OR mail the request to you as well.

Please make sure you get your signature notarized, include a copy of your driver's license & the fee is \$15.00. When I get your request and the fee here in my office, I will issue the Certified Copy of the Record you are requesting and mail it directly back to the Address listed on the Form.

Please note: If the birth or death occurred prior to 1941, we may have to forward your request onto the State. Some of the older records were not filed at the county, just at the State.

Also, single parent births 1987 & older we may also have to forward onto the State.

We DO NOT accept credit cards over the phone OR through the mail, in person ONLY. Payment can be paid by money order, check OR cash.

If you have any further questions, please feel free to call me at 712-737-2229 or e-mail me at jessicak@siouxcounty.org

Thank you.

Jessica Kooiker

Sioux County Recorder
P.O. Box 48 (Mailing Address)
Orange City, Iowa 51041-0048

Sioux County Recorder
210 Central Avenue SW (physical address for overnight request)
Orange City, Iowa 51041