



# Request for State of Georgia Official Immunization Record

## INSTRUCTIONS FOR COMPLETING THIS REQUEST

All immunization record requests must be accompanied by documents that identify the person requesting the immunization record. Examples of acceptable forms of identification are: a state-issued photo driver's license with address, a state-issued photo identification card with address or a U.S. passport or passport card with photo. **Please lighten the copy of the identification cards.** If the record requested is for a minor under 18 years of age, please state your relationship to the minor in the **"Requestor's Relationship"** field.

Once this form is completed, send this form and supporting documents to GRITS via Email, Fax **or** Mail.

**Email:** [dph-immreg@dph.ga.gov](mailto:dph-immreg@dph.ga.gov)

**Fax:** 404-657-7496

**Mail:** Georgia Department of Public Health/GRITS  
2 Peachtree Street, NW, Suite 13-276  
Atlanta, Georgia 30303-3142

**Please allow 3-5 business days for processing.**

## IMMUNIZATION RECORD REQUESTED FOR:

<b>Last Name &amp; Suffix if applicable (Jr, Sr, III, etc.)</b>	<b>First Name</b>	<b>Full Middle Name</b>	<b>Maiden Name (If applicable)</b>
<b>Date of Birth (Month/Day/Year)</b>		<b>Gender (Please Circle One)</b> Male                      Female	
<b>Mother's First Name</b>	<b>Last Name</b>	<b>Maiden Name</b>	
<b>Counties in Georgia where immunizations were given (if known):</b>			

## REQUESTOR'S INFORMATION (PERSON REQUESTING RECORD)

<b>Requestor's Relationship:</b> (If person is under 18 years of age)	
<b>Current Mailing Address:</b>	
<b>Current Contact Phone Number:</b>	
<b>Email Address:</b>	<b>Fax Number:</b>
<b>If requestor is a social services agency or healthcare facility include supporting documentation such as: signed medical release; court orders; birth certificates; guardianship/custody; etc., as applicable. Registry information is confidential and will not be released to third parties without proper documentation.</b>	
<b>Requestor's Signature:</b>	<b>Date:</b>