

GENEALOGICAL SERVICES – CITY OF LOCKPORT

CITY CLERK'S OFFICE, LOCKPORT MUNICIPAL BUILDING, ONE LOCKS PLAZA, LOCKPORT, NY 14094

Birth, Death and Marriage records start with the year 1880.

If the birth or death occurred in the City of Lockport, we should have the record on file.

Marriage records are filed in the city, town or village where the license was obtained.

- × No information shall be released from a record of birth that has been placed in a confidential file pursuant to Public Health Law Section 4138.**
- × No information shall be released from a record of birth unless the record has been on file for at least 75 years and the person to whom the record relates is known to the applicant to be deceased.**
- × No information shall be released from a record of death unless the record has been on file for at least 50 years.**
- × No information shall be released from a record of marriage unless the record has been on file for at least 50 years and the parties to the marriage are known to the applicant to be deceased.**
- × The time periods specified above are waived if the applicant is a descendant or has been designated to act on behalf of a descendant of the person whose record is being requested. A descendant is a person in the direct line of descent. The applicant shall provide documentation of descendancy prior to the release of information in those instances where a waiver of the waiting period is requested. A party acting on behalf of a descendant shall further provide documentation that the descendant authorized the party to make such application.**

PLEASE NOTE: There is a City and Town of Lockport. We are separate entities and maintain separate records. If your research leads you to Lockport and we do not have the record on file in the City of Lockport, you may wish to forward your request to:

Town of Lockport, 6560 Dysinger Road, Lockport, NY 14094.

If you require further assistance, please do not hesitate to call.

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APPLICATION FOR COPY FOR GENEALOGICAL SERVICES

- Complete and sign this form
- Attach a photocopy of your current driver's license
- FEE: \$11.00 per record. MONEY ORDER made payable to "City Clerk"
NOTE: IF YOU SEND A PERSONAL CHECK, WE WILL HOLD THE RECORD UNTIL THE CHECK CLEARS THE BANK (2 – 3 WEEKS)
- Mail to: City Clerk, Lockport Municipal Bldg, One Locks Plaza, Lockport, NY 14094.

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Your Name: _____

Relationship to the person whose record is requested: _____

Your Address: _____ Phone _____

Signature: _____ Date: _____

If requesting birth and/or marriage record, please sign the following statement:

To the best of my knowledge, the person(s) named in the application are deceased.

Signature: _____ Date: _____

To insure a complete search, provide as much information as possible.

BIRTH RECORD:

Name at birth: _____ Date of Birth _____

Father's Name: _____ Mother's Maiden Name: _____

Place of birth: _____

DEATH RECORD:

Name at Death: _____ Age at death: _____

Date of Death: _____ Place of death: _____

Names of Parents: _____ Name of Spouse: _____

MARRIAGE RECORD:

Bride's name: _____ Groom's name: _____

Date of Marriage: _____ Place of Marriage: _____