



SANDRA SHEWRY
Director

State of California—Health and Human Services Agency
Department of Health Services



ARNOLD SCHWARZENEGGER
Governor

December 14, 2004

ACL 04-13

TO: LOCAL REGISTRARS OF BIRTHS AND DEATHS
DEPUTY REGISTRARS OF BIRTHS AND DEATHS
COUNTY RECORDERS
COUNTY CLERKS

SUBJECT: LOCAL REGISTRATION NUMBER REMINDER

Reminder. This All County Letter is a reminder that registrars and county clerks are to restart the numbering sequence for Local Registration Numbers (LRNs) for birth certificates, death certificates, fetal death certificates, and marriage certificates to reflect the change in year from 2004 to 2005. This new sequence will begin with events that occur in 2005. Events that occur in 2004 are to be included in the 2004 numbering sequence.

Although *marriage* certificates may be numbered consecutively beginning with the number one for *either* the first event occurring, or first event registered in each calendar year, OVR prefers that the numbers begin each January with "000001" for the first event occurring in each calendar year.

We are sending this reminder because we have observed that, in past years, vital records have been sent to the State with LRNs that continue the previous years' numbering sequence. This error causes unnecessary delays in registering vital events and increases workload both at the State and local levels.

Thank you for your attention to this matter.

Questions? If you have any questions regarding this matter, please contact your Policy/County Analyst.

Original signed by:

Michael L. Rodrian
State Registrar



Do your part to help California save energy. To learn more about saving energy, visit the following web site:
www.consumerenergycenter.org/flex/index.html

Center for Health Statistics – Office of Vital Records
M.S. 5103, P.O. Box 997410, Sacramento, CA 95899-7410
(916) 445-2684

Internet Address: www.dhs.ca.gov