

# APPLICATION FOR A BIRTH CERTIFICATE

PLEASE READ THE NOTES OVERLEAF before completing this form

FOR REGISTER OFFICE USE ONLY

Register No. Entry No. Certificate No.

Date of issue

IF THE PERSON IS ADOPTED PLEASE SEE OVERLEAF

## TO THE REGISTRATION OFFICER HAVING CUSTODY OF THE REGISTER

### 1 TO BE COMPLETED BY THE PERSON APPLYING FOR THE CERTIFICATE

Your full name Mr  
Mrs  
Miss/Ms (STATE NAME IN FULL)  
Your postal address  
Post Code: Telephone no:

2 It would help us if you would state the purpose for which the certificate is required

3 Are you applying for your own birth certificate? Yes/No  
If not please state your relationship to the person

### 4 DETAILS OF BIRTH CERTIFICATE REQUIRED

FULL NAME AT BIRTH  
FORENAME(S)

SURNAME

DATE OF BIRTH

Day

Month

Year

PLACE OF BIRTH (full address or name of hospital)

FATHER'S/PARENT'S\* FULL NAME  
FORENAME(S)

SURNAME

MOTHER'S FULL NAME  
FORENAME(S)

SURNAME

MAIDEN SURNAME

### 5 REQUIREMENTS (for information about the types of certificate available see overleaf)

A. STANDARD BIRTH CERTIFICATE £

I require standard birth certificate(s)  
NUMBER

B. SHORT BIRTH CERTIFICATE £

I require short birth certificate(s)  
NUMBER

C. BIRTH CERTIFICATE  
for certain statutory purposes £

I require a birth certificate for each undermentioned purpose against which I have placed a tick (✓)

SOCIAL SECURITY (ADMINISTRATION) ACT

EDUCATION ACT

FACTORIES ACT

GOVERNMENT ANNUITIES

WAR OR NATIONAL SAVINGS CERTIFICATES

NATIONAL SAVINGS BANK

PREMIUM SAVINGS BONDS

SAVINGS CONTRACTS

6 Signature Date

7 (POSTAL APPLICATIONS ONLY) I enclose a cheque/postal order for £ made payable to  
and crossed "/& Co/" together with a stamped addressed envelope

\*"Parent" means the mother's female partner who under the Human Fertilisation and Embryology Act 2008 is to be treated as a parent of the child.

## **INFORMATION ABOUT BIRTH CERTIFICATES**

### **STANDARD CERTIFICATES**

This is a full copy of the birth entry and includes particulars of parentage and registration.

### **SHORT CERTIFICATES**

A short certificate shows only the name and surname, sex, date of birth and district of birth. You are required to state the precise date and place of birth and full name and surname of the person whose certificate is sought, with (as exactly as possible) the names and surnames of the parents and the mother's maiden surname. If you require a short birth certificate and are able to give full details, please complete this form. Unless the full particulars are given a short certificate may not be supplied.

## **INFORMATION ABOUT ADOPTION CERTIFICATES**

Records of adoptions in England and Wales are held by the Registrar General. These relate to persons who have been adopted since 1 January 1927 under the Adoption Acts. A standard certificate is a full copy of the entry in the Adopted Children Register which, instead of particulars of parentage and birth registration, gives the date of birth (if known) and particulars of the adoption and adoptive parents. A short certificate shows only the name and bears no reference to adoption. Applications for adoption certificates should be made in writing to General Register Office, PO Box 2, Southport, Merseyside, PR8 2JD. **DO NOT USE THIS FORM THAT PURPOSE.**