



Home Office

## Form NC

# Application for Duplicate Citizenship Certificate

The Home Office will use the personal information you provide to consider your application. We may also share your information with other public and private sector organisations in the UK and overseas. For more detail please see the Privacy Notice for the Border, Immigration and Citizenship system at [www.gov.uk/government/publications/personal-information-use-in-borders-immigration-and-citizenship](http://www.gov.uk/government/publications/personal-information-use-in-borders-immigration-and-citizenship). This also sets out your rights under the Data Protection Act 2018 and explains how you can access your personal information and complain if you have concerns about how we are using it.

July 2018

UK Visas and Immigration do not retain records of grants of citizenship prior to October 1986. Before applying for a duplicate certificate you should ensure that it was issued after that date.

Certificates of citizenship are valuable documents and should be looked after. They will not be accepted as evidence of citizenship for the issue of passports if they have been defaced in any way. This includes lamination in plastic covers.

If you have changed address since being granted citizenship, you must notify UKVI of your new address before submitting your application. Failure to do so will delay the process as we are unable to send certificates to unverified addresses.

Please use our [online service](https://visa-address-update.service.gov.uk/) to update your address: [visa-address-update.service.gov.uk/](https://visa-address-update.service.gov.uk/)

If you are British through an automatic claim to British citizenship rather than through an application for naturalisation or registration, you should apply for a British passport.

Please provide the following information and send to:

Department 102

UKVI

The Capital

New Hall Place

Liverpool

L3 9PP

together with the fee and payment slip from the fees leaflet.



