



Application form to correct the details of a  
**Marriage/Civil Partnership Registration**

Before completing this form please read:  
'How to apply for a correction to a marriage or civil  
partnership registration'

This can be obtained from any register office or at [www.gov.uk](http://www.gov.uk)

**A fee of £90 is payable to the register office for an application to correct a registration. It is a consideration fee, as such, is non-refundable. The fee must be paid at the point of application.**

The General Register Office recommends that you check with the register office in the area the civil or religious marriage or civil partnership took place, to confirm that the error exists in the register

**We will only accept an application from the parties to the marriage or civil partnership. If neither party is alive, the registration cannot be corrected.**

Ffurflen gais i gywiro manylion  
**Cofrestriad Priodas/Partneriaeth Sifil**

Cyn llenwi'r ffurflen hon, darllenwch:  
'Sut i wneud cais am gywriad i gofrestriad priodas neu  
bartneriaeth sifil'

Mae'r ffurflen ar gael o unrhyw swyddfa gofrestru neu ewch i [www.gov.uk](http://www.gov.uk)

**Mae ffi o £90 yn daladwy i'r swyddfa gofrestru am gais i gywiro cofrestriad. Mae'n ffi drafod na ellir ei ad-dalu. Rhaid talu'r ffi wrth gyflwyno cais.**

Mae'r Swyddfa Gofrestru Gyffredinol yn argymhell eich bod yn gwirio gyda'r swyddfa gofrestru yr ardal lle digwyddodd y briodas sifil neu grefyddol neu'r bartneriaeth sifil, i gadarnhau bod y gwall yn bodoli ar y gofrestr

**Byddwn ond yn derbyn cais gan rai sy'n rhan o'r briodas neu'r bartneriaeth sifil. Os yw'r ddau wedi marw, ni ellir cywiro'r cofrestriad.**

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**1.1 Details of the parties to the marriage or civil partnership:  
1.1 Manylion y rhai sy'n rhan o'r briodas neu'r bartneriaeth sifil:**

**1.2 Your details:  
1.2 Eich manylion:**

Title/Teitl

Forenames

Enw(au) cyntaf

Surname

Cyfenw

Current address

Cyfeiriad presennol

Contact tel. no

Rhif ffôn cyswllt

Email

Cyfeiriad E-Bost

If we need to contact you, how would you prefer to be contacted? Please tick one.

E-mail  Telephone  Post

Os oes angen i ni gysylltu â chi, beth yw'r ffordd orau o gysylltu â chi? Ticiwch un blwch.

E-bost  Ffôn  Post

1.3 Other party's details:

Title/ Teitl

Forenames

Enw(au) cyntaf

Surname

Cyfenw

Current address

(if different from

above)

Cyfeirad presennol

(os yn wahanol i'r

uchod)

Contact tel. no.

Rhif ffôn cyswllt

Email

Cyfeiriad E-Bost

Details not known

Manylion anhysbys

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## 2.1 Marriage details

We will need to see a copy of your marriage or civil partnership certificate to check that the error occurs in the marriage or civil partnership registration? and is not a copying error.

Please tick the box to indicate a copy of your certificate is enclosed.

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## 2.1 Manylion priodas

Bydd angen i ni weld copi o'ch tystysgrif priodas neu bartneriaeth sifil i wirio bod y camgymeriad yn ymddangos ar y cofrestrriad priodas neu bartneriaeth sifil ac nad yw'n camgymeriad copïo.

Ticiwch y blwch i ddangos bod copi o'ch tystysgrif wedi'i atodi.

**3.1 Details of the error(s) and the correction(s) to be made to your marriage or civil partnership registration.**

**3.1 Manylion y gwall(au) a'r cywiriad(au) sydd angen ar gyfer eich cofrestrriad priodas neu bartneriaeth sifil.**

Please clearly explain in the boxes below what is wrong and what the correct details are:

<b>3.2 Error as it is shown on the certificate</b>	<b>3.2 The correct details to be shown</b>
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Esboniwch yn y blychau isod beth yw'r gwall a beth yw'r manylion cywir:

<b>3.2 Gwall fel y dangosir ar y dystysgrif</b>	<b>3.2 Manylion cywir i'w dangos</b>
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**3.3 Please tick to confirm that you have checked the certificate and that all errors have been identified and noted above.**

**3.3 Ticiwch y blwch i gadarnhau eich bod wedi gwirio'r dystysgrif a bod yr holl wallau wedi'u nodi uchod.**

#### **4.1 Before the correction can be considered you will need to provide evidence that an error has been made.**

These documents should be valid or dated within the 3 months prior to the date of the marriage or civil partnership.

It is not possible to list every example of acceptable evidence, but it should be an official document which shows the correct information. Examples include:

passport	bank/building society statement
identity card	utility bill
photocard driving licence	credit card statement
letter from a government department	letter from a hospital/doctor

Please do not send original documents; photocopies which have been certified by a professional or reputable person as a true copy of the original will be accepted. We cannot accept photographs of original documents. A list giving examples of suitable persons can be found at: <https://www.gov.uk/certifying-a-document>

If you are taking the application to a Register Office and paying in person then the register office representative should be able to certify your documents as a true copy of the original which means you can retain your original documentation.

#### **4.1 Cyn y gellir ystyried gwneud cywiriad, bydd angen i chi ddarparu tystiolaeth bod camgymeriad wedi'i ddigwydd.**

Dylai'r dogfennau hyn fod yn ddilys neu wedi'u dyddio o fewn 3 mis cyn dyddiad y briodas neu'r bartneriaeth sifil.

Nid yw'n bosibl nodi pob enghraifft o dystiolaeth dderbyniol, ond dylai fod yn ddogfen swyddogol sy'n dangos yr wybodaeth gywir. Mae enghreifftiau yn cynnwys y canlynol:

cerdyn	datganiad banc/cymdeithas
adnabod	adeiladu neu fil cyfleustodau
pasbort	datganiad cerdyn credyd
trwydded yrru cerdyn llun	llythyr gan ysbyty/meddyg
llythyr gan adran lywodraeth	

Peidiwch ag anfon dogfennau gwreiddiol; byddwn ni'n derbyn llungopiau sydd wedi'u hardystio gan berson proffesiynol neu berson gydag enw da fel copi cywir o'r gwreiddiol. Ni allwn dderbyn ffotograffau o ddogfennau gwreiddiol. Am restr enghreifftiau o bobl addas, ewch i: <https://www.gov.uk/certifying-a-document>

Os byddwch yn mynd â'ch cais i Swyddfa Gofrestru ac yn talu yn bersonol, yna dylai cynrychiolydd y swyddfa gofrestru allu ardystio eich dogfennau fel copi cywir o'r gwreiddiol sy'n golygu y gallwch gadw eich dogfennau gwreiddio.

**4.2 Please tick to confirm that evidence to support the correction is enclosed**

If you cannot send any evidence of an error having occurred, then normally a correction will not be possible.

Further advice can be obtained by calling the GRO casework team on **0300 123 1837**

**4.2 Ticiwch y blwch i gadarnhau bod y dystiolaeth ategol wedi'i hatodi**

Os na allwch anfon tystiolaeth bod gwall wedi digwydd, yna ni fydd yn bosibl gwneud cywiriad fel arfer.

Am gyngor pellach, ffoniwch dîm gwaith achos SGG ar **0300 123 1837**

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**5.0 Declaration - to be completed by both parties to the marriage/civil partnership (if applicable)**

**I confirm that I am happy for the correction to be made and I understand that the corrected details will take the form of a note in the margin of the registration.**

**I acknowledge that the fee paid is for the consideration of my application and that, if relevant evidence is not provided, the correction will not be authorised.**

*Party 1 Signature:*

*Party 2 Signature:*

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*Date*

*Date*

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**5.0 Datganiad - i'w gwblhau gan y ddau berson sy'n rhan o'r briodas/partneriaeth sifil (os yw'n berthnasol)**

**Rwy'n cadarnhau fy mod yn fodlon i'r cywiriad gael ei wneud a deallaf y bydd y manylion cywir newydd ar ffurf nodyn ar ymyl y cofrestrriad.**

**Rwy'n cydnabod bod y ffi a delir ar gyfer ystyried fy nghais ac, os na ddarperir tystiolaeth berthnasol, na fydd y cywiriad yn cael ei awdurdodi.**

*Llofnod Person 1:*

*Llofnod Person 2:*

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*Dyddiad*

*Dyddiad*

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**5.1 If you are the only applicant, please give the reason for this below:**

**5.1 Os mai chi yw'r unig ymgeisydd, rhowch reswm dros hyn isod:**

**6.0 Checklist for Superintendent Registrar / Civil Partnership Registrar**

- |   |     |                          |
|---|-----|--------------------------|
| 6.1 Application form fully completed  | Yes | <input type="checkbox"/> |
| 6.2 Marriage / Civil Partnership certificate enclosed                       | Yes | <input type="checkbox"/> |
| 6.3 Civil / religious marriage entry or civil partnership schedule enclosed | Yes | <input type="checkbox"/> |
| 6.4 Evidence enclosed   | Yes | <input type="checkbox"/> |
| 6.5 Fee paid  | Yes | <input type="checkbox"/> |

*Print Name:*

*Signature:*

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*Register Office:*

*Contact No:*

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*Date:*

Please take or send your application form and documentary evidence to the register office in the area where the marriage or civil partnership was registered. Details of register offices are available on [www.gov.uk](http://www.gov.uk) you can ring GRO on 0300 123 1837 who can confirm where your application needs to be sent.

*For the purpose of detecting and preventing crime, information relating to an application may be passed and verified with other government departments or law enforcement agencies*

*Fair Processing Notice - By completing this application form you agree to the General Register Office contacting you in relation to your application as well as to ask if you are satisfied with our*

The General Register Office is part of His Majesty's Passport Office.

## 6.0 Rhestr Wirio ar gyfer Cofrestrydd Arolygu/Cofrestrydd Partneriaeth Sifil

- |   |                              |
|---|------------------------------|
| 6.1 Ffurflen gais wedi'i chwblhau'n llawn                                 | Ydw <input type="checkbox"/> |
| 6.2 Tystysgrif priodas/Partneriaeth Sifil wedi'i hatodi                   | Ydw <input type="checkbox"/> |
| 6.3 Amserlen briodas sifil/crefyddol neu bartneriaeth sifil wedi'i hatodi | Ydw <input type="checkbox"/> |
| 6.4 Tystiolaeth wedi'i hatodi   | Ydw <input type="checkbox"/> |
| 6.5 Ffi wedi'i thalu  | Ydw <input type="checkbox"/> |

Ysgrifennu Enw:

Llofnod:

<input type="text"/>	<input type="text"/>
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Swyddfa

Gofrestru:

Rhif Cyswllt:

<input type="text"/>	<input type="text"/>
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Dyddiad:

Ewch a'ch ffurflen gais a thystiolaeth ddogfennol neu anfonwch eich ffurflen gais a thystiolaeth ddogfennol i'r swyddfa gofrestru yr ardal lle cofrestrwyd y briodas neu'r bartneriaeth sifil. Am fanylion swyddfeydd cofrestru, ewch i [www.gov.uk](http://www.gov.uk) gallwch ffonio SGG ar 0300 123 1837 a fyddant yn gallu cadarnhau i ble fydd angen anfon eich cais.

*At ddibenion canfod ac atal troseddu, gellir trosglwyddo a dilysu gwybodaeth sy'n ymwneud â chais gydag adrannau eraill y llywodraeth neu asiantaethau gorfodi'r gyfraith*

*Hysbysiad Prosesu Teg - Drwy lenwi'r ffurflen gais hon, rydych yn cytuno i'r Swyddfa Gofrestru Gyffredinol gysylltu â chi mewn perthynas â'ch cais yn ogystal â gofyn a ydych yn fodlon â'n gwasanaethau.*