



## GRO Birth Certificate Application Form

The quickest, easiest and cheapest way to order a certificate is to go online using the GRO's secure online ordering service at: [www.gov.uk/bmdcertificates](http://www.gov.uk/bmdcertificates) and include a GRO index reference with your application.

The General Register Office holds records of births registered in England and Wales from the 1st July 1837.

Please read the guidance notes before completing this form in CAPITALS and BLACK INK

### Section 1 - Customer Details

1.1 GRO Customer Account Number

1.2

Title

Forename

Surname

Company Name

Address

Town

County

Country

Postcode

1.3

Email

(please use capital letters)

@

Telephone

### Section 2 - Details of Birth

Please refer to Guidance Notes for required information

2.1

Forenames at Birth

Surname at Birth

2.2

Date of Birth

Male

Female

Place of Birth

2.3

Mother's Forenames

Surname

(at time of birth)

Maiden Surname

Father's / \*Parent's

Forenames

Surname

2.4

Applying for your own certificate?

Adopted and applying for your original certificate?

**Section 3 - GRO Index Reference**

3.1 District Name (or number)

3.2 Year  Quarter  3.3 Volume  Page

3.4 Register Number  Entry Number  3.5 Date of Registration  -

**Section 4 - Other Information**

4.1 Your Reference

4.2 Priority Despatch  4.3 Number of Certificates Full  Short

**Section 5 - Payment Information**

5.1 Total Value of Application £  .

5.2 Payment by Cheque  Payment by Postal Order

Cheque / Postal Order Number

5.3 Payment by Debit/Credit Card Visa  MasterCard  Maestro/Visa Debit

Card Number  Security Number

Expiry Date  -      Start Date  -      Issue Number (if applicable)

Name of Cardholder (as it appears on the card)

WorldPay ID (for official use only)

Please note that the application fee includes a return postal charge, therefore customers are NOT required to send a SAE with their application form

If you apply by post or telephone an additional administration fee is payable. Also, if you do not include a GRO index reference an administration fee is payable. These fees cover the extra work of processing your application.

Please return to the following address by post.

General Register Office, PO Box 2  
 Southport, Merseyside  
 United Kingdom, PR8 2JD

For the purpose of detecting and preventing crime, information relating to an application may be passed to other Government departments or law enforcement agencies.

