



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 and include a GRO index reference with your application.

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

Section 1 - Customer Details

1.1 GRO Customer Account Number

Input field for GRO Customer Account Number

1.2

Title

Input field for Title

Forename

Input field for Forename

Surname

Input field for Surname

Company Name

Input field for Company Name

Address

Input field for Address

Input field for Address

Town

Input field for Town

County

Input field for County

Country

Input field for Country

Postcode

Input field for Postcode

1.3

Email

(please use capital letters)

Input field for Email

@

Input field for Email domain

Telephone

Input field for Telephone

Section 2 - Details of Overseas Birth

Please refer to Guidance Notes for required information

2.1 Forenames at Birth

Input field for Forenames at Birth

Surname at Birth

Input field for Surname at Birth

2.2 Date of Birth

Input field for Date of Birth (dd - mm - yyyy)

Male

Input field for Male

Female

Input field for Female

Place of Birth

Input field for Place of Birth

Nationality at Birth

Input field for Nationality at Birth

2.3 Mother's Forenames

Input field for Mother's Forenames

Maiden Surname

Input field for Maiden Surname

Father's / \*Parent's Forenames

Input field for Father's / \*Parent's Forenames

Surname

Input field for Surname

Father's Occupation (at time of birth)

Input field for Father's Occupation

2.4 Applying for your own certificate?

Input field for Applying for your own certificate?

Adopted and applying for your original certificate?

Input field for Adopted and applying for your original certificate?

**Section 3 - GRO Index Reference**

Index Reference should include the type of record, volume & page number.

Index Reference

Year 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 £  .

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5.2 Payment by Cheque  Payment by Postal Order

Cheque / Postal Order Number

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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)

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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.

