# 

# Copy of a Birth Certificate Application Form

Please use this form to request copies of birth certificates. Please provide as much information as you can, but questions marked in **BOLD TYPE** must be answered.

|  |  |  |
| --- | --- | --- |
| Applicant Details | | |
| your full NAME |  |  |
| your postal ADDRESS |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| POSTCODE |  |  |
| CONTACT PHONE NUMBER |  |  |
| Email Address |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| Details of Birth Certificate Required | |  |
| Full name at birth |  |  |
| Forename(s) |  |  |
| Surname |  |  |
| Date of Birth |  |  |
| Place of birth | (full address or name of hospital) |  |
|  |  |  |
| Father’s Details |  |  |
| Forename(s) |  |  |
| Surname |  |  |
| Mother’s Details |  |  |
| Forename(s) |  |  |
| Surname |  |  |
| Maiden surname |  |  |
|  |  |  |



|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Additional Details | | | | | |
| There are two types of birth certificate available.  Standard certificates are a full copy of the birth entry and include particulars of parentage and registration.  Short certificates only show the name, sex, date of birth and district of birth  A Standard certificate is required when applying for official documents such as passports and driving licences. | | | | | |
| Number of Standard certificates required | |  | Cost per certificate | **£10.00** |  |
|  | | | | | |
| Number of Short certificates required | |  | Cost per certificate | **£10.00** |  |
|  | | | | | |
| Total enclosed |  | | | |  |
|  |  | | | |  |

Please send this completed form, along with a cheque/postal order made payable to Warwickshire County Council for the total amount and a stamped, self addressed envelope to the relevant register office:

|  |  |  |
| --- | --- | --- |
| **Rugby:**  **The Register Office**  **5, Bloxam Place**  **Rugby**  **CV21 3DS** | **Nuneaton:**  **The Register Office**  **Riversley Park**  **Coton Road**  **Nuneaton**  **CV11 5HA** | **Warwick:**  **The Register Office**  **PO Box 9**  **Shire Hall**  **Warwick**  **CV34 4RR** |

