



Application form to correct the details on a **Birth Registration**

Before completing this form please read: 'How to apply for a correction to a birth registration'

This can be obtained from your local register office or at www.gov.uk The application should be made by the mother and the father/2nd parent (if their details are included on the certificate). If you are applying for a correction to your own birth certificate we will need a letter from the person(s) who originally registered the birth agreeing to the correction.

There is a statutory fee for each application. If the application does not need to be referred to the General Register Office (GRO) the fee will be £75.00. Any application requiring referral to GRO the fee will be £90.00.

This is a consideration fee and, as such, is not refundable. The fee must be paid at the point of application.

1.1 Applicant's details:

Title [grid]
Forenames [grid]
Surname [grid]
Current address [grid]
Telephone no. [grid]
Email [grid]

We may need to contact you, how would you prefer to be contacted? Please tick one.

E-mail [checkbox] Telephone [checkbox] Post [checkbox]

Your relationship to the child named on the certificate [grid]

1.2 Child's details as stated on birth certificate:

Forenames [grid]

7.3 I have enclosed document(s) that show the correct information

Yes

7.4 I have read the guidance leaflet: 'How to apply for a correction to a birth registration'

Yes

Please take or send your application form and documentary evidence to the register office for the area where the birth was registered. You can ring GRO on 0300 123 1837 who can also confirm where your application needs to be sent.

The local register office will be able to advise you on which fee will apply for consideration of the correction.

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 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 services.

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