APPLICATION FOR A DEATH CERTIFICATE

PLEASE READ THE NOTES OVERLEAF **before completing this form**

FOR REGISTER OFFICE USE ONLY		
Register No.	Entry No.	Certificate No.
Date of issue		

TO THE REGISTRATION OFFICER HAVING CUSTODY OF THE REGISTER

1 APPLICANT

Name of applicant Mr / Mrs / Miss/Ms ……
(STATE NAME IN FULL)

Full postal address ……

…… Post Code: …… Telephone no: ……

2 Please state your relationship to the person to whom the certificate relates: ……

3 It would help us if you would state the purpose for which the certificate is required:

……

4 DETAILS OF DEATH CERTIFICATE REQUIRED

SURNAME OF DECEASED	DATE OF DEATH
FORENAMES	PLACE OF DEATH *(full address or name of hospital)*
OCCUPATION	DATE OF BIRTH or AGE AT DEATH
HOME ADDRESS	If a married woman please give name and surname of husband

5 REQUIREMENTS (for information about the types of certificate available see overleaf)

A. STANDARD DEATH CERTIFICATE £ …… I require …… standard death certificate(s)
NUMBER

B. DEATH CERTIFICATE for certain statutory purposes £ ……

I require a death certificate for each undermentioned purpose against which I have placed a tick (✓)

SOCIAL SECURITY (ADMINISTRATION) ACT		NATIONAL SAVINGS BANK	
GOVERNMENT ANNUITIES		PREMIUM SAVINGS	
WAR OR NATIONAL SAVINGS CERTIFICATES		SAVINGS CONTRACTS	

6 REMITTANCE ENCLOSED *(POSTAL APPLICATIONS ONLY)*

I enclose a cheque/postal order for £ ……

7 Signature…… Date ……

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INFORMATION ABOUT DEATH CERTIFICATES

STANDARD CERTIFICATES

This is a full copy of the death entry.

CERTIFICATES FOR SPECIFIC PURPOSES

Certificates for specific statutory purposes (eg Social Security) are also available. If you have been asked to obtain such a certificate please place a tick in the appropriate box at 5B overleaf.

POSTAL APPLICATIONS

If you apply by post please complete this form and enclose a stamped addressed envelope and the appropriate fee in sterling. Information about the cost of certificates may be obtained from any register office. All remittances should be made payable to …… and crossed "/& Co/" **DO NOT SEND CASH.**

This application form should be sent to the Superintendent Registrar of the district where the death occurred:

DO NOT use this form for making applications to the REGISTRAR GENERAL.

SEARCHES OF DEATH INDEXES

Superintendent Registrars do not have the staff to undertake searches of an indefinite or protracted nature. Usually a search in the death index, covering a period not exceeding 5 years, will be made but only where accurate details have been given of the death registration. If a wider search is required it is necessary for the applicant or someone on his/her behalf to make a GENERAL SEARCH in the indexes. For further information see below and then make enquiries of the Superintendent Registrar.

GENERAL SEARCHES AT A SUPERINTENDENT REGISTRAR'S OFFICE

The indexes in a Superintendent Registrar's office relate only to births, marriages and deaths which occurred within the Superintendent Registrar's district.

A GENERAL SEARCH is a search in the indexes conducted in person by the applicant or someone on his/her behalf during any number of successive hours not exceeding six. By arrangement with the Superintendent Registrar a person making a GENERAL SEARCH may have access to the indexes to the registers of births, marriages and deaths but not to the registers themselves. A certificate of any entry identified may be obtained on completion of an application form and on payment of the appropriate fee.

If a person making a GENERAL SEARCH is uncertain whether a reference found in the indexes relates to the entry for which he/she is searching, the Superintendent Registrar, on being given definite details by which the entry may be identified, may verify those particulars by reference to the register. Any additional information from the entry can only be made available in the form of a certificate.