

Applying for copies of “Birth certificates”

When applying for a birth certificate, remember to enclose the following details:

- The persons name.
- The date or quarter and the year the birth was registered.
- The full name of the place of birth or the name of the place the birth was registered.
- The mother’s name and the father’s name.

Applying for copies of “Marriage certificates”

When applying for copies of marriage certificates, remember to enclose the following details:

- The date or quarter and year the marriage was registered.
- The full name of the place of the marriage or the name of the place the marriage was registered.
- The groom’s name and the name of his father.
- The bride’s name and the name of her farther.

Applying for copies of “Death certificates”

When applying for copies of death certificates, remember to enclose the following details:

- The name of the deceased.
- The date or quarter and the year the death was registered.
- The name of the place of death or the place the death was registered.
- The deceased’s birth date if you have it.
- The full name of the person whose record you are seeking.
- If this person was married, their spouse’s full name.