



# Application for Short Birth Certificate CAS 55

USE THIS FORM ONLY TO ORDER CERTIFICATES THROUGH THE PUBLIC SEARCH ROOM

PLEASE COMPLETE SECTIONS A-E IN BLOCK CAPITALS BEFORE TAKING YOUR APPLICATION TO THE TILLS

**A** HOW MANY COPIES DO YOU REQUIRE  (extra certificates are £6.50 each)

TICK THE APPROPRIATE BOXES FOR QUESTIONS 1-3

- 1  POSTED within 4 working days, first class post £6.50
- 2  COLLECTION after 11am on the fourth working day £6.50 (on production of your receipt)
- 3  24 HOURS for a fee of £22.50 (COLLECTION)
- 4 Are you applying for your own certificate? .....

If not please state your relationship to the person whom the certificate relates .....

5 Explain your reasons for wanting a certificate

For purposes of detection and prevention of crime, information relating to this application may be passed on to other Government departments or law enforcement agencies

Entry No.  
Taken out by  
for office use only

Please note that details supplied in section B will always be checked against the entry to which section C refers. If you are unsure that you have found the correct entry see the back of this form.

### Birth details

<b>B</b>	Surname at Birth
	Forenames
	Date of Birth
	Place of Birth
	Father's Surname
	Father's Forenames
	Mother's Maiden Surname
	Mother's Forenames

### APPLICANT DETAILS

<b>C</b>	NAME
	ADDRESS
	SIGNATURE
	TEL. No
	DATE

PLEASE REFER TO THE RED INDEX BOOKS TO COMPLETE THIS SECTION

<b>C</b>	<u>1837 - 1983</u>	YEAR	QUARTER	DISTRICT	VOL.	PAGE (Number following VOL)	
	<u>1984 - 1992</u>	YEAR	DISTRICT	REG	VOL.	PAGE (Number following VOL)	
	<u>1993 ONWARDS</u>	YEAR	DISTRICT Name and No.		REG No.	ENT No.	DOR

**IMPORTANT**  
DO NOT FORGET TO REPEAT THE NAME AND THE INDEX DETAILS BELOW (SEE SECTIONS B+C)

<b>D</b>	SURNAME AT BIRTH	FORENAMES					
	<u>1837 - 1983</u>	YEAR	QUARTER	DISTRICT	VOL.	PAGE (Number following VOL)	
	<u>1984 - 1992</u>	YEAR	DISTRICT	REG	VOL.	PAGE (Number following VOL)	
	<u>1993 ONWARDS</u>	YEAR	DISTRICT Name and No.		REG No.	ENT No.	DOR