

STATUTORY RULES OF NORTHERN IRELAND

2012 No. 408

CIVIL REGISTRATION

The Civil Registration Regulations (Northern Ireland) 2012

Made - - - - 19th November 2012

Coming into operation- 17th December 2012

The Department of Finance and Personnel makes the following Regulations in exercise of the powers conferred on it by Articles 10(1), 10(4), 11(1), 12(1), 14(3), 14ZA(3), 15(3), 15(6), 15(7), 15(9), 16(1), 16(2), 18(2), 19(2), 19A(2), 21(1), 21(5), 23(1), 25(2), 29(1), 29(2), 30(1), 31(2), 32, 34A(1), 35(2), 35(3), 36(3), 37(3), 37(4), 37(4B), 39, 40, 40A and 40B(2) of the Births and Deaths Registration (Northern Ireland) Order 1976 ^{M1}, Article 50(4) of the Adoption (Northern Ireland) Order 1987 ^{M2}, Article 35(5) and 35A(2) of the Marriage (Northern Ireland) Order 2003 ^{M3}, section 155A(2) and 159 of the Civil Partnership Act 2004 ^{M4}, paragraph 3A(1) of Schedule 1 to the Presumption of Death Act (Northern Ireland) 2009 ^{M5} and section 31(2) of the Civil Registration Act (Northern Ireland) 2011 ^{M6}.

Modifications etc. (not altering text)

- C1** Regulations modified (temp.) (26.3.2020) by [Coronavirus Act 2020 \(c. 7\)](#), s. 87(2), **Sch. 13 para. 21(4)** (with ss. 88-90, Sch. 13 para. 30); S.I. 2020/361, reg. 2(a)

Marginal Citations

- M1** [S.I. 1976/1041 \(N.I. 14\)](#) Relevant amendments were effected by sections 1 to 4, 8 to 10 and 17 of the Civil Registration Act (Northern Ireland) 2011 c. 20. Article 14ZA was inserted by section 56 of, and paragraph 61 of Schedule 6 to, the Human Fertilisation and Embryology Act 2008 c.22. Article 19A was inserted by Article 185(1) of, and paragraph 87 of Schedule 9 to, the Children (Northern Ireland) Order 1995 [S.I. 1995/755 \(N.I. 2\)](#). Articles 34A, 37(4B), 40A and 40B were inserted by sections 14, 16, 11 and 19 of the Civil Registration Act (Northern Ireland) 2011 respectively.
- M2** [S.I. 1987/2203 \(N.I. 22\)](#) Article 50 was amended by section 25(3) of the Civil Registration Act (Northern Ireland) 2011.
- M3** [S.I. 2003/413 \(N.I. 3\)](#) Article 35(5) was amended by section 23(1), and Article 35A was inserted by section 24(1), of the Civil Registration Act (Northern Ireland) 2011.
- M4** 2004 (c. 33) Section 155 was amended by section 23(2), and section 155A was inserted by section 24(2), of the Civil Registration Act (Northern Ireland) 2011.
- M5** 2009 (c. 6) Paragraph 3A of Schedule 1 was inserted by section 28(2) of the Civil Registration Act (Northern Ireland) 2011.
- M6** [2011 c. 20](#)

PART I

PRELIMINARY

Citation and commencement

1. These Regulations may be cited as the Civil Registration Regulations (Northern Ireland) 2012 and shall come into operation on 17 December 2012.

Interpretation

2.—(1) In these Regulations —

“the 1976 Order” means the Births and Deaths Registration (Northern Ireland) Order 1976;

“the Act” means the Civil Registration Act (Northern Ireland) 2011;

“birth” does not include a still-birth;

“description”, in relation to a coroner, means his official designation and the area of his jurisdiction;

“maiden surname” means the surname under which a woman contracted her marriage or entered into a civil partnership (or, where she has married or entered into a civil partnership more than once, her first marriage or civil partnership);

“name”, in relation to a person, excludes a surname except in regulations 12, 13, 27 and 30;

“occupation” includes rank or profession;

“prescribed fee” means a fee prescribed under Article 47 of the 1976 Order, Articles 35(3) and 37 of the Marriage (Northern Ireland) Order 2003, section 157 of the Civil Partnership Act 2004 or paragraph 7 of Schedule 1 to the Presumption of Death Act (Northern Ireland) 2009;

“the Record of Northern Ireland Connections” means the register maintained in accordance with section 31(1) of the Act;

“a relevant event” means an event mentioned in Schedule 1 to the Act;

“relevant period” means: in relation to information relating to a birth or the adoption of a child, the period of 100 years from the date of the child's birth; in relation to information relating to a death, the period of 50 years from the date of the death; in relation to information relating to a marriage or a civil partnership, the period of 75 years from the date the marriage was solemnised or the civil partnership was registered; in relation to information relating to presumed deaths, the period of 50 years from the presumed date of death;

“relevant register” means: a register of births or deaths, for which the 1976 Order provides, but not a register of still-births; the Adopted Children Register for which Article 50(1)(a) of the Adoption (Northern Ireland) Order 1987 provides; any marriage registration record, for which the Marriage (Northern Ireland) Order 2003 provides; any civil partnership registration record, for which the Civil Partnership Act 2004 provides; or the Register of Presumed Deaths, for which section 15(1) of the Presumption of Death Act (Northern Ireland) 2009 provides;

“remote search” means a search in a relevant register which is conducted by any person at a place other than the General Register Office or a Register Office using electronic communications;

“second female parent” means a woman who is a parent of a child by virtue of section 42 or 43 or, where appropriate, section 46(1) or (2) of the Human Fertilisation and Embryology Act 2008

“short birth certificate” means a certificate of birth issued under Article 40 of the 1976 Order;

“short death certificate” means a certificate of death issued under Article 40A of the 1976 Order;

“signature” or “sign” shall include the entering of a person's name in such manner as the Registrar General may direct;

“status” means marital or civil partnership status.

(2) In these Regulations, any reference to a numbered form shall be construed as a reference to the form bearing that number in Schedule 1; and any reference to a numbered space on a form shall be construed as a reference to the space bearing that number on the form.

Revocation

3. The Registration (Births, Still-Births and Deaths) Regulations (Northern Ireland) 1973 ^{M7} are hereby revoked.

Marginal Citations

M7 S.R. 1973 No. 373

PART II

GENERAL PROVISIONS AS TO ENTRIES IN REGISTERS

Manner of registration

4. The particulars to be registered concerning a birth, still-birth or death shall be recorded by means of a separate entry made —

- (a) in typescript; or
- (b) in any other manner as may be specified by the Registrar General.

Additional particulars concerning a birth or a still-birth

5. The additional particulars required by Article 10(4)(b)(ii) of the 1976 Order to be supplied to the registrar concerning a birth or a still-birth shall be those particulars specified in Schedule 2.

Making of entries on the authority of the Registrar General

6. Where the Registrar General issues his written authority for the registration or re-registration of any event, the particulars which are recorded in the authority shall be entered in the register on the attendance of such qualified informant, if any, as the Registrar General may specify.

Form of registers

7. A register of births, still-births or deaths shall be comprised of —
- (a) the original respective entries; or
 - (b) copies thereof made or compiled by electronic means or made by means of photography, xerography, microfilming or any similar method of reproducing documents as the Registrar General may specify.

Cancellation of entry space

8. Where on the registration of a birth, still-birth or death it appears that particulars are not required to be entered in any space on the appropriate form, a horizontal line shall be entered in that space.

Notation of original entries following re-registration

9. Where a birth, still-birth or death is re-registered on the authority of the Registrar General such notation as the Registrar General may direct shall be made in the margin of the original entry and a notation so made shall for all purposes be deemed to be part of the entry.

PART III

REGISTRATION OF BIRTHS

Particulars as at date of birth

10. Without prejudice to Article 20 of the 1976 Order, the particulars to be recorded under this Part in respect of the parents of a child shall be the particulars appropriate as at the date of birth of the child.

Particulars to be registered

11.—(1) The particulars to be registered concerning a birth shall be the particulars required to be entered in Form 1 [F¹, 1A or 1B].

(2) If more than one living child is born at a confinement, the time of birth shall be entered after the date of birth.

(3) The surname to be entered shall be that by which at the date of registration of the birth it is intended the child shall be known.

(4) If —

(a) the mother;

(b) the father; or

(c) the second female parent

has acquired a surname different from that borne by that person at the date of the birth, the name and surname at that date shall be entered, followed by the surname subsequently acquired.

(5) If, at the time of the birth of the child, the parents are not married to each other or in a civil partnership with each other, details of the father's occupation or, as the case may be, the second female parent's occupation shall not be entered unless that person's name has been entered as the father or the second female parent in accordance with Article 14(3), 14ZA or 14A of the 1976 Order.

(6) If the father or second female parent is deceased, the word 'deceased' shall be entered following the surname.

(7) If the birth is that of a living infant child found exposed and the date of birth is unknown then, subject to Article 11(3) of the 1976 Order, the approximate date of birth shall be entered.

(8) If the birth is that of a living infant child found exposed, and the place of birth is unknown, then details of the place where, and the date on which, the child was found shall be entered.

Textual Amendments

F1 Words in [reg. 11\(1\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), regs. 1, **5(2)**

Manner in which required particulars are to be given

12.—(1) For the purposes of Article 10(4) of the 1976 Order, a person shall give information of—

- (a) the particulars prescribed in pursuance of Article 10(1), and
- (b) the additional particulars prescribed in pursuance of Article 10(4)(b)(ii),

concerning a birth by attending personally at any Register Office and giving that information to the registrar.

(2) Where —

- (a) the mother and father of a child are not married to each other at the time of the birth, and
- (b) both parents intend to make a joint request under Article 14(3)(a) for the name of the person stating himself to be the father of the child to be entered as the father,

they may attend any Register Office, and make such a request together, or separately, and where both parents intend to make such a request separately, the provisions of regulation 13 shall apply.

(3) Where —

- (a) the mother and second female parent of a child are not in a civil partnership with each other at the time of the birth, and
- (b) both parents intend to make a joint request under Article 14ZA(3)(a) for the name of the person stating herself to be the second female parent of the child to be so entered,

they may attend any Register Office, and make such a request together.

(4) When the required particulars have been entered in Form 1, [^{F2}1A or 1B,] the registrar shall call upon the qualified informant to verify that the particulars have been entered correctly and if it appears that any error has been made, a fresh entry of the birth shall be made containing the correct particulars.

(5) When the qualified informant has verified that the particulars entered are correct —

- (a) the qualified informant shall sign the register at the appropriate place, and
- (b) the registrar shall enter the name and official description of the registrar at the appropriate place.

(6) Paragraph (1) shall apply for the purposes of Article 11(1) of the 1976 Order as it applies for the purposes of Article 10(4).

Textual Amendments

F2 Words in [reg. 12\(4\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), regs. 1, **5(3)**

Further provision in relation to the manner in which required particulars are to be given by unmarried parents

13.—(1) Where both parents attend a Register Office separately they shall attend at the same Register Office, before the expiration of a period of 42 days from the date of birth.

(2) Where the father of a child attends a Register Office before the mother of that child, and gives the required particulars in relation to the birth of that child to the registrar, the registrar shall not cause an entry containing those particulars to be made in relation to the birth of that child unless the mother, before the expiration of the period of 42 days from the date of the birth —

- (a) attends at the Register Office at which the father has given the required particulars,
- (b) verifies that the particulars given by the father are correct, and
- (c) in the case of any particulars given in relation to the name of the father of the child, confirms that she wishes the particulars so given to be entered in the register.

(3) Where the mother of a child attends a Register Office before the father of that child, and gives the required particulars in relation to the birth of that child to the registrar, including the name of the father of the child, the registrar shall not cause those particulars relating to the name of the father of the child to be entered unless the father, before the expiration of the period of 42 days from the date of the birth —

- (a) attends at the Register Office at which the mother has given the required particulars,
- (b) verifies that the particulars given by the mother in relation to the name of the father of the child are correct, and
- (c) confirms that he wishes those particulars to be entered in the register.

(4) Where the mother of a child attends a Register Office before the father of that child, and gives the required particulars in relation to the birth of that child to the registrar, and the person named by the mother as the father of the child —

- (a) fails to attend at the Register Office before the expiration of the period of 42 days from the date of the birth,
- (b) fails to verify that the particulars are correct, or
- (c) fails to confirm that he wishes the particulars so given to be entered in the register,

the particulars given by the mother in relation to the name of the father of the child shall not be so entered, and the registrar shall cause an entry to be made in the register in relation to the birth of the child as if the mother had given the required particulars, but had not given particulars in relation to the name of the father of the child.

Registration of birth requiring declaration and statutory declaration

14.—(1) The form of a declaration made by the mother of the child for the purposes of Article 14(3)(b)(i), or Article 14ZA(3)(b)(i) of the 1976 Order shall be Form 4.

(2) The form of a declaration made by the father or second female parent of the child for the purposes of Article 14(3)(c)(i), or Article 14ZA(3)(c)(i) of the 1976 Order shall be Form 5.

(3) The form of a declaration made by the mother, father or second female parent of the child for the purposes of —

- (a) Article 14(3)(d)(ii), or Article 14ZA(3)(d)(ii),
- (b) Article 14(3)(e)(ii), or Article 14ZA(3)(e)(ii),
- (c) Article 14(3)(f)(ii), or Article 14ZA(3)(f)(ii), or
- (d) Article 14(3)(g)(ii),

of the 1976 Order shall be Form 6.

(4) A statutory declaration for the purposes of Article 14(3) of the 1976 Order shall —

- (a) where the declarant is in Northern Ireland, be made before a Justice of the Peace or some other person lawfully authorised to administer oaths;

- (b) where the declarant is in England, Wales, Scotland, the Isle of Man, the Channel Islands or in any other country of the Commonwealth of Nations or in the Republic of Ireland, be made before a notary public or some other person lawfully authorised to administer oaths in that country;
- (c) where the declarant is in a place not mentioned in sub-paragraph (a) or (b), be made before one of Her Majesty's consular officers, a notary public or some other person lawfully authorised to administer oaths in that place.

Provided that a declaration made before a person other than one of Her Majesty's consular officers shall be authenticated by one of the said officers, if the Registrar General so requires.

PART IV

REGISTRATION OF STILL-BIRTHS

Registration of still-births without reference to the Coroner

Certificate of evidence of a still-birth

15. The form of a certificate to be given in pursuance of Article 15(3) of the 1976 Order by a registered medical practitioner or a midwife present at a still-birth, or who has examined the body of a still-born child, shall be Form 7.

Particulars to be registered concerning a still- birth

16.—(1) Subject to the provisions of this regulation, the particulars to be registered concerning a still-birth shall be those particulars required to be entered in Form 2 [F³, 2A or 2B] .

(2) Subject to paragraph (3), the provisions of regulations 10, 11 and 12(4) shall, with any necessary modifications, apply to completing Form 2 [F⁴, 2A or 2B] as they apply to completing Form 1, [F⁴1A or 1B] but a qualified informant shall not be required to verify particulars of the cause of the still-birth.

(3) The cause of still-birth shall be entered as stated in the certificate given by the registered medical practitioner or midwife, followed by the word 'Certified'.

Textual Amendments

- F3** Words in [reg. 16\(1\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), regs. 1, **5(4)(a)**
- F4** Words in [reg. 16\(2\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), regs. 1, **5(4)(b)**

Registration of still-births following reference to the Coroner

Reference to Coroner

17. Where a registrar is informed of an alleged still-birth and does not receive a certificate issued in pursuance of Article 15(3) of the 1976 Order, the registrar shall report the alleged still-birth to a coroner on a form provided for the purpose by the Registrar General.

Coroner's certificate or notification

18. Where the coroner examines or causes to be examined the body of a child, and is satisfied that the body is that of a still-born child, the form of certificate the coroner shall send to the registrar in pursuance of Article 16(1) of the 1976 Order shall be —

- (a) Form 8, if an inquest has been held; or
- (b) Form 9, if the coroner does not consider it necessary to hold an inquest.

Registration of still-birth where inquest is not held

19.—(1) Where a registrar receives notification in Form 8 from a coroner that the coroner does not intend to hold an inquest concerning a still-birth the registrar shall take such steps as may be required to register the still-birth.

(2) Any registration under paragraph (1) shall be made in accordance with regulation 16 except that in the entry relating to the cause of still-birth, there shall be entered —

- (a) if Part A of the coroner's notification has been completed, the words “Coroner's Statement”, or
- (b) if Part B of the coroner's notification has been completed, the words “Coroner's Certificate”.

Registration of still-birth after inquest

20. Where a registrar receives a coroner's certificate upon an inquest, from which it appears that the child was still-born, or that there was not sufficient evidence to show that the child was born alive, the particulars to be registered concerning the still-birth shall be the particulars required to be entered in Form 2, [F⁵2A or 2B] other than those particulars relating to the qualified informant.

Textual Amendments

- F5** Words in [reg. 20](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), regs. 1, **5(5)**

PART V

DISPOSAL OF BODIES OF STILL-BORN CHILDREN

Certificate for disposal of body

21. The form of a certificate to be given by the registrar under —

- (a) Article 15(6) of the 1976 Order (confirming that the still-birth has been registered), or
- (b) Article 15(7) of the 1976 Order (confirming that a written notice of a still-birth has been received, accompanied by a certificate delivered under Article 15(3) of that Order),

shall be Form 10.

Notice of disposal of body without registrar's certificate or coroner's order or notification

22. The form of a notice of disposal to be given to the registrar by the person who has control over, or ordinarily effects the disposal of bodies at any burial ground or other place, in accordance with Article 15(9) of the 1976 Order, shall be Form 11.

PART VI

REGISTRATION OF DEATHS

Registration of deaths where inquest not held

Certificate of cause of death

23. The form of a certificate of a registered medical practitioner in pursuance of Article 25(2) of the 1976 Order as to the cause of death shall be Form 12.

Particulars to be registered concerning a death

24.—(1) Subject to the provisions of regulation 6 and to this regulation, the particulars to be registered concerning a death shall be those particulars required to be entered in Form 3 [F⁶, 3A or 3B].

(2) If the death relates to a dead body found, and —

- (a) the date of death is unknown, the words “Found dead on “ shall be entered, followed by the date on which the body was found;
- (b) the place of death is unknown, the words “Found at” shall be entered, followed by the place where the body was found.

(3) If the death relates to a child who lived for less than 24 hours, the word “Aged” shall be entered after the date of death followed by the age in completed hours or, if less than one hour, in minutes.

(4) With respect to the cause of death, there shall be entered —

- (a) where the cause of death has been entered in pursuance of Article 25(4) of the 1976 Order, the word “Certified”; or
- (b) where the cause of death has been entered in pursuance of Article 27(a) of the 1976 Order, the words “Coroner's Statement”; or
- (c) where the cause of death has been entered in pursuance of Article 27(b) of the 1976 Order, the words “Coroner's Certificate”.

Textual Amendments

F6 Words in [reg. 24\(1\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), regs. 1, **5(6)**

Manner in which required particulars concerning a death are to be given

25.—(1) For the purpose of Article 21(5) of the 1976 Order, a person shall give information of the particulars prescribed in pursuance of Article 21(1) concerning a death by attending personally at any Register Office and giving that information to the registrar.

(2) When the required particulars have been entered in Form 3, [F⁷3A or 3B] the registrar shall call upon the qualified informant to verify that the particulars (except those entered in the relevant space in relation to the cause of death) have been entered correctly, and if it appears that any error has been made, a fresh entry of the death shall be made containing the correct particulars.

(3) Where the qualified informant has verified that the particulars entered are correct —

- (a) the qualified informant shall sign the register at the appropriate place, and

(b) the registrar shall enter the name and official description of the registrar at the appropriate place.

(4) Where the Registrar General authorises the registration of a death pursuant to Article 21(8) of the 1976 Order, the words “On the authority of the Registrar General “ shall be entered in space 16 without any further entry in that space.

Textual Amendments

F7 Words in [reg. 25\(2\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), [regs. 1, 5\(7\)](#)

Date of registration

26. Where the Registrar General issues his written authority pursuant to Article 24(1) of the 1976 Order for the registration of a death which occurred more than one year previously, the words “On the authority of the Registrar General” shall be entered following the date of registration.

Registration of death after inquest

27.—(1) Subject to the provisions of paragraph (2), where a registrar receives a coroner's certificate under section 23 of the Coroner's Act (Northern Ireland) 1959 ^{M8} upon an inquest with reference to a death, that death shall be registered as follows —

- (a) in spaces 1 to 10 there shall be entered the particulars contained in the certificate as particulars to be entered in those spaces respectively, provided that if any person is named in the certificate as having caused the death, the name of that person shall be omitted,
- (b) in space 16 there shall be entered the words “Certificate received from” and the name and description of the coroner, and the words “inquest held” and the date of the inquest as stated in the certificate,
- (c) the provisions of regulation 25(3)(b) and 26 shall apply as they apply to the registration of a death where an inquest is not held.

(2) Where the coroner's certificate relates to an inquest which has been adjourned and not resumed, the registrar shall register the death in accordance with the provision of paragraph (1), subject to the following modifications —

- (a) in space 10 there shall be entered the cause of death as stated in the certificate,
- (b) where it appears that the inquest was adjourned under the Coroners (Practice and Procedure) Rules (Northern Ireland) 1963 ^{M9} and a person has been charged with the murder, manslaughter or infanticide of the deceased person, there shall be entered, after the entry of the cause of death, the result of the criminal proceedings as stated in the certificate, provided that if any person is named in the certificate as having been so charged the name of that person shall be omitted,
- (c) in space 16, instead of the words “certificate received from” there shall be entered—
 - (i) if the inquest was adjourned and not resumed, the words “Certificate on inquest adjourned and not resumed received from”, and
 - (ii) if the inquest was adjourned sine die, the words “Certificate on inquest adjourned sine die received from”.

Marginal Citations

M8 1959 c. 15

M9 S.R. 1963 No. 199 to which the most recent amendments were effected by S.R. 2002 No. 37 and S.R. 2008 No. 32

PART VII

Disposal of body

Certificate for disposal of body

28. The form of a certificate to be given by a registrar under —

- (i) Article 29(1) of the 1976 Order (confirming that a death has been registered), or
- (ii) Article 29(2) of the 1976 Order (confirming that a written notice of a death has been received in connection with a medical certificate of cause of death),

shall be Form 13.

Notice of disposal of body without registrar's certificate or coroner's order or notification

29. The form of a notice of disposal to be given to the registrar by the person who has control over, or ordinarily effects the disposal of bodies at any burial ground or other place, in accordance with Article 30 of the 1976 Order, shall be Form 14.

PART VIII

RE-REGISTRATION OF BIRTHS, STILL-BIRTHS AND DEATHS

Manner of re-registration

30.—(1) Where the Registrar General authorises the re-registration of an event under Article 18, 19, 19A or 31 of the 1976 Order, the re-registration shall be effected in accordance with the provisions of this regulation.

(2) Where the particulars which are to be registered are to be verified by a qualified informant who is in Northern Ireland the re-registration shall be effected by the registrar at whose office the qualified informant may conveniently attend, and the following regulations (which relate to the verification of particulars, signatures and the entry of names) shall apply to the re-registration of events as they apply to the registration thereof, namely —

- (a) in the case of a birth, regulation 12(4);
- (b) in the case of a still-birth, regulation 12(4) as applied by regulation 16(2);
- (c) in the case of a death, regulation 25(2) and (3)(a).

(3) Subject, in the case of a birth, to Article 18(1)(b)(ii) of the 1976 Order, where the particulars which are to be registered are to be verified by a qualified informant who is not in Northern Ireland, the qualified informant may, with the consent of the Registrar General, —

- (a) verify those particulars, by making and signing a declaration of the particulars to be registered, before an authority specified in regulation 14(4)(b) or (c), on a form provided by the Registrar General, and
- (b) send the form to the Registrar General

and the re-registration shall be effected by any registrar on the direction of the Registrar General, and in the space in the register which relates to the signature of the qualified informant there shall be entered the name of the declarant in the form in which it is signed in the declaration, followed by the words “by declaration dated” and the date on which the declaration was made.

(4) Subject, in the case of a birth, to Article 19(3) of the 1976 Order, where no qualified informant is available to verify the particulars to be registered, the re-registration shall be effected by any registrar on the direction of the Registrar General, and the space in the register which relates to the signature of a qualified informant shall be completed by entering —

- (a) in the case of a death registered on the authority of a coroner's certificate after inquest, the words specified in regulation 27(1)(b) or 2(c) as the case may be; or
- (b) in any other case, the words “On the authority of the Registrar General”.

(5) In any entry made in accordance with the provisions of this regulation, the words “On the authority of the Registrar General” shall be entered following the date of registration.

Re-registration after declaration of parentage

31. The particulars to be re-registered under Article 19A of the 1976 Order concerning a birth shall be the particulars required to be entered in Form 1 [F8, 1A or 1B].

Textual Amendments

- F8** Words in [reg. 31](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), [regs. 1, 5\(8\)](#)

PART IX

CORRECTION OF ERRORS IN ENTRIES

Manner of correcting errors other than errors of fact or substance

32.—(1) Where an error other than one of fact or substance appears in an entry of a birth, still-birth or death that error may be corrected by the Registrar General.

(2) Any correction made in pursuance of this regulation shall include the making of a notation in the margin of the entry in such form and manner as the Registrar General may direct, followed by the name and official description of the person making the correction and the date on which the correction is made.

(3) Any notation to an entry made under paragraph (2) shall for all purposes be deemed to be part of the entry.

(4) Where a certificate is issued under these Regulations, and compiled from information in an entry which has been corrected under paragraph (1), the certificate —

- (a) shall be compiled from the information contained in the entry as amended; and
- (b) shall not refer to the notation made under paragraph (2) unless so directed by the Registrar General.

Errors of fact or substance

33.—(1) The form of a declaration made under Article 35(2) of the 1976 Order for the correction of an error of fact or substance in a register shall be Form 15.

(2) The form of a certificate to be given by a coroner under Article 35(3) of the 1976 Order for the correction of an error of fact or substance in a register shall be Form 16.

(3) Where a certificate is issued under these Regulations, and compiled from information in an entry which has been corrected by virtue of paragraph (1) or (2), the certificate —

- (a) shall be compiled from the information contained in the entry as amended;
- (b) shall not refer to the correction made by virtue of paragraph (1) or (2) unless so directed by the Registrar General.

PART X

CHANGE OF NAME OR SURNAME

Form of application for change of name or surname

34.—(1) The form of an application for the purposes of Article 37(3) of the 1976 Order (alteration of the name or surname of a person under eighteen years of age) shall be Form 17.

(2) The form of an application for the purposes of Article 37(4) of the 1976 Order (alteration of the name or surname of a person over eighteen years of age) shall be Form 18.

(3) Where an entry is amended in pursuance of an application under Article 37(3) or (4) of the 1976 Order there shall be made a notation in the margin of the entry in such form and manner as the Registrar General may direct, followed by the name and official description of the person making the notation and the date on which the notation is made.

(4) Any notation to an entry made under paragraph (3) shall for all purposes be deemed to be part of the entry.

(5) Where a certificate is issued under these Regulations, and compiled from information in an entry which has been amended, the certificate —

- (a) shall be compiled from the information contained in the entry as amended; and
- (b) shall not refer to the notation made under paragraph (3) unless so directed by the Registrar General.

PART XI

SHORT BIRTH CERTIFICATES

Short birth certificates

35.—(1) Subject to Article 40 of the 1976 Order, the Registrar General, or any registrar, may as regards any entry in a register of births or adoptions, other than any entry relating to a still-birth, issue a short birth certificate.

(2) The form of a short birth certificate shall be Form 19 [F⁹, 19A or 19B].

(3) The particulars to be furnished by an applicant for a short birth certificate, except where the application is made at the time of the registration of the birth shall be —

- (a) where a certificate is to be issued from an entry of birth —

- (i) the name and surname of the registered person;
 - (ii) the date and place of the registered person's birth;
 - (iii) the name and surname of the father or second female parent of the registered person; and
 - (iv) the name, surname and maiden surname of the mother of the registered person.
- (b) Where a certificate is to be issued from an entry of adoption —
- (i) the name and surname of the registered person;
 - (ii) the date and place of the registered person's birth;
 - (iii) the name and surname of the adopters of the registered person; and
 - (iv) the Court by which the adoption order was made and the date of the order.
- (4) The furnishing of any of the particulars listed in paragraph (3) may be dispensed with in any case where it is not reasonably practicable for the applicant to furnish such particulars.

Textual Amendments

- F9** Words in [reg. 35\(2\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), [regs. 1, 5\(9\)](#)

Manner of compiling short birth certificates

36.—(1) Subject to the provisions of this regulation the particulars to be shown in a short birth certificate shall be the corresponding particulars appearing in the entry of the birth or adoption.

- (2) With respect to the surname to be entered, where —
- (a) a short birth certificate is compiled from an entry in an Adopted Children Register, and
 - (b) the adoption order specified that the person shall be known by a surname other than that of the adopter or adopters,

such surname shall be entered.

(3) With respect to the district of birth, where this information is not recorded in the entry, a short birth certificate shall show such particulars relating to the place of birth as the Registrar General may direct, and in lieu of the words “District of birth” in the certificate there shall appear the words “Place of birth”, provided that, where the place of birth is not recorded in or indicated by the entry, the Registrar General shall issue a certificate omitting any reference to place of birth.

(4) Where an amendment has been made to an entry by means of a notation in the margin of the entry, the particulars included in a short birth certificate compiled in relation to that entry shall be those particulars as amended.

PART XII

SHORT DEATH CERTIFICATES

Short death certificates

37.—(1) Subject to Article 40A of the 1976 Order, the Registrar General, or any registrar, may as regards any entry in a register of deaths, issue a short death certificate.

- (2) The form of a short death certificate shall be Form 20 [F10, 20A or 20B].

(3) The particulars to be furnished by an applicant for a short death certificate shall be the following particulars relating to the deceased person to whom the application relates—

- (a) the name and surname of the person,
- (b) the date and place of death of the person, and
- (c) the usual address of the person prior to the death.

(4) The furnishing of any of the particulars listed in paragraph (3) may be dispensed with in any case where it is not reasonably practicable for the applicant to furnish such particulars.

Textual Amendments

F10 Words in [reg. 37\(2\)](#) inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), regs. 1, **5(10)**

Manner of compiling short death certificates

38.—(1) The particulars to be shown in a short death certificate shall be such of the corresponding particulars appearing in the entry of the death as the Registrar General may direct, but shall not include the cause of death.

(2) Where an amendment has been made to an entry by means of a notation in the margin of the entry, the particulars included in a short death certificate compiled in relation to that entry shall be those particulars as amended.

PART XIII

ACCESS TO INFORMATION

Access to information contained in registers

39. Subject to the provisions of regulations 40 to 43, Article 34A(5) of the 1976 Order and section 22 of the Gender Recognition Act 2004 ^{M10} any person may have access to any information contained in a relevant register.

Marginal Citations

M10 [2004 c.7](#)

Access in General Register Office

40. The Registrar General shall at any time when the General Register Office is open allow any person to have access to any information contained in a relevant register upon payment of a prescribed fee.

Remote access

41. The Registrar General may arrange, provide or facilitate the use of electronic communications, forms and storage to allow a remote search to be made by a person at any time of any information contained in a relevant register upon payment of a prescribed fee.

Release of information to third parties

42. The Registrar General may make arrangements with a person (“a third party”) for the transfer to the third party, by electronic communication or otherwise, of any information contained in a relevant register for the purpose of providing access to information contained in the register, subject to conditions (including conditions as to the making of payments by the third party to the Registrar General), and on such terms as may be provided for in the arrangements.

Relevant Period

43. Information contained in a relevant register shall not be made available to a person under regulations 41 or 42 unless the relevant period has expired in relation to the information.

PART XIV

RECORD OF NORTHERN IRELAND CONNECTIONS

Form of application for a relevant event to be registered in the Record of Northern Ireland Connections

44. The form of an application for a relevant event to be entered in the Record of Northern Ireland Connections shall be Form 21.

PART XV

NOTIFICATION OF REGISTRATIONS OR CHANGES OF NAME OR SURNAME

Form of application in respect of a birth or death registration

45. The form of an application for the purposes of Article 40B(2) of the 1976 Order (notification of a birth or death registration) shall be Form 22 and the application shall be made at the time at which the birth or death is registered.

Form of application in respect of a marriage registration

46. The form of an application for the purposes of Article 35A(2) of the Marriage (Northern Ireland) Order 2003 (notification of a marriage registration) shall be Form 23 and the application shall be made at the date at which the marriage is registered or within 6 weeks of that date.

Form of application in respect of a civil partnership registration

47. The form of an application for the purposes of section 155A(2) of the Civil Partnership Act 2004 (notification of a civil partnership registration) shall be Form 24 and the application shall be made at the date at which the civil partnership is registered or within 6 weeks of that date.

Form of application in respect of a change of name or surname

48. The form of an application for the purposes of Article 37(4B) of the 1976 Order (notification of a change of name or surname) shall be Form 25 and the application shall be made at the time at which the application to change the name or surname is made or within 6 weeks of the entry being amended.

Sealed with the Official Seal of the Department of Finance and Personnel on 19 November 2012.

L.S.

Department of Finance and Personnel

T.N.Caven
A senior officer of the

F11F12F13F14F15 SCHEDULE 1

Textual Amendments

- F11** Sch. 1 Form 2: at entry number 15, the words “Name of person professing to be informant” substituted for “Signature” (temp.) (26.3.2020) by virtue of [Coronavirus Act 2020 \(c. 7\), s. 87\(2\), Sch. 13 para. 22\(a\)](#) (with ss. 88-90, Sch. 13 para. 30); S.I. 2020/361, reg. 2(a)
- F12** Sch. 1 Form 3: at entry number 16, the words “Name of person professing to be informant” substituted for “Signature of informant” (temp.) (26.3.2020) by virtue of [Coronavirus Act 2020 \(c. 7\), s. 87\(2\), Sch. 13 para. 22\(b\)](#) (with ss. 88-90, Sch. 13 para. 30); S.I. 2020/361, reg. 2(a)
- F13** Sch. 1 Form 10: in the opening lines, the words “and a copy of” substituted for “accompanied by” (temp.) (26.3.2020) by virtue of [Coronavirus Act 2020 \(c. 7\), s. 87\(2\), Sch. 13 para. 19](#) (with ss. 88-90, Sch. 13 para. 30); S.I. 2020/361, reg. 2(a)
- F14** Sch. 1 Form 12: the two lines beginning with “Date on which last seen alive and treated by me” omitted (temp.) (26.3.2020) by virtue of [Coronavirus Act 2020 \(c. 7\), s. 87\(2\), Sch. 13 para. 25\(a\)](#) (with ss. 88-90, Sch. 13 para. 30); S.I. 2020/361, reg. 2(a)
- F15** Sch. 1 Form 12: the words “has died as a result of the cause of death referred to above” substituted for “has died as a result of the natural illness or disease for which he has been treated by me within twenty eight days prior to the date of death” (temp.) (26.3.2020) by virtue of [Coronavirus Act 2020 \(c. 7\), s. 87\(2\), Sch. 13 para. 25\(b\)](#) (with ss. 88-90, Sch. 13 para. 30); S.I. 2020/361, reg. 2(a)

Modifications etc. (not altering text)

- C2** Sch. 1 expiry of earlier affecting provision 2020 c. 7, Sch. 13 para. 25 (25.9.2022) by [Coronavirus Act 2020 \(c. 7\), s. 89](#) (with s. 90)

Form 1 Regulation 11(1)

PARTICULARS FOR REGISTRATION OF A BIRTH

Births and Deaths Registration (Northern Ireland) Order 1976, Article 10(1)

BIRTH registered in the district of

1. Child - Surname:
2. - Name:
3. - Sex:
4. - Date of birth:
5. - District of birth:
6. - Place of birth:
7. Father/Second Female parent - Name and surname:
8. - Occupation:
9. Mother - Name and surname:
10. - Occupation:
11. - Usual address:
12. - Maiden surname:
13. - Surname at marriage or civil partnership (if different from maiden surname)
14. Informant - Qualification:
15. - Address (if different from 11 above)
16. - Signature:
17. Date of registration:
18. Signature of Registrar: Registrar

[F16

Textual Amendments

- F16** Sch. 1 Forms 1A, 1B inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\), reg. 1, Sch. Pt. 3 para. 1](#)

Regulation 11(1)

FORM 1A

PARTICULARS FOR REGISTRATION OF A BIRTH

Births and Deaths Registration (Northern Ireland) Order 1976, Article 10(1)

BIRTH registered in the district of

- | | | | |
|-----|--|--|-----------|
| 1. | Páiste | - Sloinne | : |
| 2. | | - Ainm | : |
| 3. | | - Gnéas | : |
| 4. | | - Dáta Breithe | : |
| 5. | | - Ceantar breithe | : |
| 6. | | - Áit bhreithe | : |
| 7. | Athair /An Dara Tuismitheoir
Baineann | - Ainm & sloinne | : |
| 8. | | - Slí bheatha: | |
| 9. | Máthair | - Ainm & sloinne | : |
| 10. | | - Slí bheatha | : |
| 11. | | - Gnáthsheoladh | : |
| 12. | | - Sloinne roimh phósadh | : |
| 13. | | - Sloinne ag pósadh nó ag páirtnéireacht shibhialta
(murab ionann é agus an sloinne roimh phósadh): | |
| 14. | Faisnéiseoir | - Cáilíocht | : |
| 15. | | - Seoladh : | |
| 16. | | - Síniú | : |
| 17. | Dáta an chláráithe : | | |
| 18. | Síniú an Chláráitheora: | | Registrar |

Regulation 11(1)

FORM 1B

PARTICULARS FOR REGISTRATION OF A BIRTH

Births and Deaths Registration (Northern Ireland) Order 1976, Article 10(1)

BIRTH registered in the district of

- | | | | |
|-----|--|--|-------------|
| 1. | Child
Páiste | - Surname/ Sloinne | : |
| 2. | | - Name/ Ainm | : |
| 3. | | - Sex/ Gnéis | : |
| 4. | | - Date of birth
Dáta Breithe | : |
| 5. | | - District of birth
Ceantar breithe | : |
| 6. | | - Place of birth
Áit bhreithe | : |
| 7. | Father Athair/
Second Female Parent
An Dara Tuismitheoir
Baineann | - Name and surname
Ainm & sloinne | : |
| 8. | | - Occupation
Slí bheatha | : |
| 9. | Mother
Máthair | - Name and surname
Ainm & sloinne | : |
| 10. | | - Occupation/ Slí bheatha | : |
| 11. | | - Usual address/ Gnáthsheoladh | : |
| 12. | | - Maiden surname
Sloinne roimh phósadh | : |
| 13. | | - Surname at marriage or civil partnership
(if different from maiden surname)
Sloinne ag pósadh nó ag páirtnéireacht
shibhialta
(murab ionann é agus an sloinne roimh phósadh) | : |
| 14. | Informant
Faisnéiseoir | - Qualification | : Cáilíocht |
| 15. | | - Address :
Seoladh | |
| 16. | | - Signature | : Síniú |
| 17. | Date of registration:
Dáta an chláráithe | | |
| 18. | Signature of Registrar:
Síniú an Chláraitheora | 20 | Registrar |

Changes to legislation: There are currently no known outstanding effects for the *The Civil Registration Regulations (Northern Ireland) 2012*. (See end of Document for details)

]

Form 2 Regulation 16(1)

PARTICULARS FOR THE REGISTRATION OF A STILL-BIRTH
Births and Deaths Registration (Northern Ireland) Order 1976, Article 10(1)

STILL-BIRTH registered in the district of

1. Name and surname:
(if specified)
2. Sex:
3. Date of still-birth:
4. Place of still-birth:
5. Cause of still-birth:
6. Father/second female parent - Name and surname:
7. - Occupation:
8. Mother - Name and surname:
9. - Occupation:
10. - Usual address:
11. - Maiden surname:
12. - Surname at marriage or civil partnership:
(if different from maiden surname)
13. Informant - Qualification:
14. - Address:
(if different from 10 above)
15. - Signature:
16. Date of registration:
17. Signature of Registrar: Registrar

[F17

Textual Amendments

F17 Sch. 1 Forms 2A, 2B inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), reg. 1, **Sch. Pt. 3 para. 2(1)(2)**

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

Regulation 16(1)

Form 2A

PARTICULARS FOR THE REGISTRATION OF A STILL-BIRTH

Births and Deaths Registration (Northern Ireland) Order 1976, Article 10(1)

STILL-BIRTH registered in the district of

- | | | |
|-----|--|--|
| 1. | Ainm agus Sloinne | : |
| 2. | Dáta na marbh-bhreithe | : |
| 3. | Áit na marbh-bhreithe | : |
| 4. | Gnéas | : |
| 5. | Cúis na marbh-bhreithe | : |
| 6. | Athair/ An Dara
Tuismitheoir Baineann | - Ainm agus sloinne : |
| 7. | | - Slí bheatha : |
| 8. | Máthair | - Ainm agus sloinne : |
| 9. | | - Slí bheatha : |
| 10. | | - Gnáthsheoladh : |
| 11. | | - Sloinne roimh phósadh : |
| 12. | | -Sloinne ag pósadh
nó ag páirtnéireacht
shibhialta
(murab ionann é agus an
sloinne roimh phósadh): |
| 13. | Faisnéiseoir | - Cáilfocht : |
| 14. | | - Seoladh : |
| 15. | | - Síniú : |
| 16. | Dáta an chláráithe | : |
| 17. | Síniú an Chláráitheora | : Registrar |

Regulation 16(1)

Form 2B

PARTICULARS FOR THE REGISTRATION OF A STILL-BIRTH

Births and Deaths Registration (Northern Ireland) Order 1976, Article 10(1)

STILL-BIRTH registered in the district of

- | | | | |
|-----|--|---|-----------|
| 1. | Name and Surname
Ainm agus Sloinne | : | |
| 2. | Date of still-birth
Dáta na marbh-bhreithe | : | |
| 3. | Place of still-birth
Áit na marbh-bhreithe | : | |
| 4. | Sex/Gnéas | : | |
| 5. | Cause of still-birth
Cúis na marbh-bhreithe | : | |
| 6. | Father/Second Female Parent
Athair/ An Dara Tuismitheoir Baineann | - Name and surname
Ainm agus sloinne | : |
| 7. | | - Occupation
Slí bheatha | : |
| 8. | Mother
Máthair | - Name and surname
Ainm agus sloinne | : |
| 9. | | - Occupation
Slí bheatha | : |
| 10. | | - Address
Gnáthsheoladh | : |
| 11. | | - Maiden surname
Sloinne roimh phósadh | : |
| 12. | | - Surname at marriage or civil partnership (if different from maiden surname)
- Sloinne ag pósadh nó ag páirtnéireacht shibhialta (murab ionann é agus an sloinne roimh phósadh) | : |
| 13. | Informant
Faisnéiseoir | - Qualification
Cáilfocht | : |
| 14. | | - Address
Seoladh | : |
| 15. | | - Signature
Síniú | : |
| 16. | Date of Registration
Dáta an chláráithe | : | |
| 17. | Signature of Registrar
Síniú an Chláráitheora | : | Registrar |

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

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Form 3 Regulation 24(1)

PARTICULARS FOR REGISTRATION OF A DEATH
Births and Deaths Registration (Northern Ireland) Order 1976, Article 21(1)

DEATH registered in the district of

1. Name and surname:
2. Sex:
3. Date of death:
4. Place of death:
5. Usual address:
(if different from place of death)
6. Status:
7. Date and place of birth:
8. Occupation:
9. Maiden surname:
(of woman who had married or entered into a civil partnership)
10. Cause of death:
11. Forename(s), surname and occupation of spouse or civil partner:
12. Forename(s), surname, maiden surname and occupation of mother:
13. Forename(s), surname and occupation of father or second female parent:
14. Qualification of informant:
15. Address of informant:
16. Signature of informant:
17. Date of registration:
18. Signature of Registrar: Registrar

[F18

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Textual Amendments

F18 Sch. 1 Forms 3A, 3B inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), reg. 1, **Sch. Pt. 3 para. 3(1)(2)**

Regulation 24(1)

Form 3A

PARTICULARS FOR REGISTRATION OF A DEATH

Births and Deaths Registration (Northern Ireland) Order 1976, Article 21(1)

DEATH registered in the district of

1. Ainm & Sloinne :
2. Gnéas :
3. Dáta báis :
4. Áit an bháis :
5. Gnáthsheoladh : :
(murab ionann é agus áit an bhais)
6. Stádas
7. Dáta & áit bhreithe
8. Slí bheatha :
9. Sloinne roimh phósadh :
(mná a phós nó a chuaigh isteach
go páirtnéireacht shibhialta)
10. Cúis an bháis :
11. Céadainm(neacha), sloinne agus slí bheatha :
an chéile nó an pháirtí shibhialta
12. Céadainm(neacha), sloinne, sloinne roimh :
phósadh agus slí bheatha an mháthar
- 13.. Céadainm(neacha), sloinne agus slí :
bheatha athair an dara tuismitheor bhaininn
14. Cáilíocht an fhaisnéiseora :
15. Seoladh an fhaisnéiseora :
- 16.. Síniú an fhaisnéiseora :
17. Dáta an chláraithe :
18. Síniú an Chláraitheora : Registrar

Regulation 24(1)

Form 3B

PARTICULARS FOR REGISTRATION OF A DEATH

Births and Deaths Registration (Northern Ireland) Order 1976, Article 21(1)

DEATH registered in the district of

1. Name & Surname/ Ainm & Sloinne :
2. Sex/ Gnéas :
3. Date of Death/ Dáta báis :
4. Place of Death/ Áit an bháis :
5. Usual address :
(if different from place of death)
Gnáthsheoladh :
(murab ionann é agus áit an bhais)
6. Status/ Stádas
7. Date & Place of Birth/ Dáta & áit bhreithe
8. Occupation/ Slí bheatha :
9. Maiden Surname (of woman who had married or entered into a civil partnership) :
Sloinne roimh phósadh (mná a phós nó a chuaigh isteach go páirtnéireacht shibhialta)
10. Cause of death/ Cúis an bháis :
11. Forename(s), surname and occupation of spouse or civil partner :
Céadainm(neacha), sloinne agus slí bheatha an chéile nó an pháirtí shibhialta
12. Forename(s), surname, maiden surname and occupation of mother :
Céadainm(neacha), sloinne, sloinne roimh phósadh agus slí bheatha an mháthar
13. Forename(s), surname and occupation of father or second female parent :
Céadainm(neacha), sloinne agus slí bheatha athair an dara tuismitheor bhaininn
14. Qualification of informant :
Cáilíocht an fhaisnéiseora
15. Address of informant :
Seoladh an fhaisnéiseora
16. Signature of informant :
Síníú an fhaisnéiseora
17. Date of registration :
Dáta an chláráithe
18. Signature of registrar : Registrar
Síníú an Chláráitheora

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

1

Form 4
Regulation 14(1)

**DECLARATION BY MOTHER OF A CHILD FOR THE REGISTRATION/
RE-REGISTRATION OF A BIRTH**

Births and Deaths Registration (Northern Ireland) Order 1976, Article 14(3)(b)(i) or 14Z A(3)(b)(i)

For use where the child's parents are not married to each other or in a civil partnership with each other and the mother produces a statutory declaration of parentage made by the father or the second female parent

I,

residing at

do hereby solemnly and sincerely declare that

of

is the *father/second female parent of *MALE/FEMALE child named

born to me on the day of 20

at

and I request that the father's/second female parent's* name be recorded as such in the entry of birth of the said child

Signature

Declared before me this day of 20

Signature of Registrar or Deputy Registrar for the District of

*Delete as appropriate

Form 5
Regulation 14(2)

**DECLARATION BY FATHER OR SECOND FEMALE PARENT OF A
CHILD FOR THE REGISTRATION/RE-REGISTRATION OF A BIRTH**

Births and Deaths Registration (Northern Ireland) Order 1976, Article 14(3)(c)(i) or 14Z A(3)(c)(i)

For use where the child's parents are not married to each other or in a civil partnership with each other and the father or second female parent produces a statutory declaration of parentage made by the mother

I,

residing at

do hereby solemnly and sincerely declare that I am the *father/second female parent of the

*MALE/FEMALE child named

born to

on the day of 20

at

and I request that my name be recorded as such in the entry of birth of the said child.

Signature

Declared before me this day of 20

Signature of Registrar or Deputy Registrar for the District of

*Delete as appropriate

Form 6
Regulation 14(3)

**DECLARATION BY PARENT ON REQUEST FOR REGISTRATION/
RE-REGISTRATION OF A BIRTH**

Births and Deaths Registration (Northern Ireland) Order 1976, Article 14(3)(d)-(g) or 14Z A(3)(d)-(f)

For use where the child's parents are not married to each other and there is produced to the Registrar an order mentioned in Article 14(C) or 14Z A(3) of the Order

I, (full name)

of (address)

am the #mother/father/second female parent of (child's full name and surname)

born to (full name of child's mother)

on (date of birth)

at (place of birth)

*I do solemnly declare that the order detailed below has not been brought to an end or discharged by an order of a court.

(details of order)

*I do solemnly declare that the parental responsibility agreement made on (date)

between and (names of parties to agreement)

in respect of (child's full name and surname)

was made in compliance with Article 7 of the Children (Northern Ireland) Order 1995 and has not been brought to an end by an order of a court

Signature

Declared before me this day of 20

Signature of Registrar or Deputy Registrar for the District of

delete as appropriate

* complete the appropriate statement

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

Form 17
Regulation 34(1)

APPLICATION FOR RECORDING OF CHANGE OF NAME OR SURNAME OF A CHILD UNDER 18 YEARS OF AGE

Births and Deaths Registration (Northern Ireland) Order 1976, Article 37(3)

The following information concerning the child must be supplied

1. Full name(s) and surname of child as registered
2. Date of Birth
3. Place of Birth
4. Sex
5. Mother's name(s), surname and maiden surname
6. Father's/Second Female Parent's name(s) and surname
7. Full name(s) and surname of child as changed
8. Date of any previous application for a change of name(s) or surname

*I/We make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835:

9. *I/We have given up the name(s)/surname [former name(s) and surname as shown at 1 above] for *my/our child and have adopted for all purposes the name(s)/surname [new name(s) and surname as shown at 7 above].

10. *I/We sincerely declare that the above particulars are correct and that *my/our child is known by the name and surname as stated at Section 7 above.

Name	Name
Relationship to Child (Signature)	Relationship to Child (Signature)
Date	Date
Full Postal Address (inc postcode)	Full Postal Address (inc postcode)
Tel No	Tel No
Declared before me this day of 20.....	Declared before me this day of 20.....
Signature of officer in whose presence declaration was made	Signature of officer in whose presence declaration was made
Name of officer in whose presence declaration was made (please print)	Name of officer in whose presence declaration was made (please print)
Qualification	Qualification
Address or Company Stamp	Address or Company Stamp

*Delete as appropriate

Form 18
Regulation 34(2)

APPLICATION FOR RECORDING OF CHANGE OF NAME OR SURNAME OF PERSON OVER 18 YEARS OF AGE

Births and Deaths Registration (Northern Ireland) Order 1976, Article 37(4)

The Applicant should supply the following information: —

1. Full name(s) and surname as registered
2. Date of Birth
3. Place of Birth
4. Sex
5. Mother's name(s), surname and maiden surname
6. Father's/Second Female Parent's name(s) and surname
7. Full name(s) and surname as changed
8. Date of any previous application for a change of name(s) or surname

I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835:

9. I have given up the name(s)/surname [former name(s)/surname] and have adopted for all purposes the name(s)/surname [new name]

10. I sincerely declare that the above particulars are correct and that I am known by the name and surname as stated at Section 7 above.

Signature of Applicant

Date

Full Postal Address

Tel No/E mail address

Declared before me this day of 20.....

Signature of officer in whose presence declaration was made

Name of officer in whose presence declaration was made (please print)

Qualification

Address or office stamp:

Form 19
Regulation 35(2)

SHORT BIRTH CERTIFICATE

Births and Deaths Registration (Northern Ireland) Order 1976, Article 40

Surname:
Name:
Sex:
Date of Birth:
District of Birth:

(a) Certified to be a true copy of an entry in a register (For use where certificate is issued by a Registrar)

..... Registrar
..... Date

(b) Certified to be a true copy of an entry in a register in the custody of the Registrar General and given under the Seal of the General Register Office, Belfast,
this day of 20.....
(For use where a certificate is issued from the General Register Office)

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

Textual Amendments

F19 Sch. 1 Forms 19A, 19B inserted (11.3.2022) by [The Marriage, Civil Partnership and Civil Registration \(Amendment\) Regulations \(Northern Ireland\) 2022 \(S.R. 2022/48\)](#), reg. 1, **Sch. Pt. 3 para. 4**

Regulation 35(2)

Form 19A

SHORT BIRTH CERTIFICATE

Births and Deaths Registration (Northern Ireland) Order 1976, Article 40

Sloinne	
Ainm	
Gnéas	
Dáta breithe	
Ceantar breithe	

(a) CERTIFIED to be a true copy of an entry in a register

(For use where a certificate is issued by a Registrar)

.....Registrar

.....Date

(b) CERTIFIED to be a true copy of an entry in a register in the custody of the Registrar General and given under the Seal of the General Register Office, Belfast, this day of 20.....

(For use where a certificate is issued from the General Register Office)

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

Regulation 35(2)

Form 19B
SHORT BIRTH CERTIFICATE
Births and Deaths Registration (Northern Ireland) Order 1976, Article 40

Surname Sloinne	
Name Ainm	
Sex Gnéas	
Date of Birth Dáta breithe	
District of Birth Ceantar breithe	

(a) CERTIFIED to be a true copy of an entry in a register
 (For use where a certificate is issued by a Registrar)

..... Registrar

..... Date

(b) CERTIFIED to be a true copy of an entry in a register in the custody of the Registrar General and given under the Seal of the General Register Office, Belfast, this day of 20.....
 (For use where a certificate is issued from the General Register Office)

]

Form 20 Regulation 37

SHORT DEATH CERTIFICATE
 Births and Deaths Registration (Northern Ireland) Order 1976, Article 40A

Name and surname:
 Sex:
 Date of Death:
 Place of Death:
 Usual Address:
 (if different from place of death)
 Date and Place of Birth:

(a) Certified to be a true copy of an entry in a register
 (For use where certificate is issued by a Registrar)

..... Registrar

..... Date

(b) Certified to be a true copy of an entry in a register in the custody of the Registrar General and given under the Seal of the General Register Office, Belfast, this day of 20.....
 (For use where certificate is issued from the General Register Office)

F20

Textual Amendments

F20 Sch. 1 Forms 20A, 20B inserted (11.3.2022) by The Marriage, Civil Partnership and Civil Registration (Amendment) Regulations (Northern Ireland) 2022 (S.R. 2022/48), reg. 1, **Sch. Pt. 3 para. 5**

Regulation 37

Form 20A

SHORT DEATH CERTIFICATE

Births and Deaths Registration (Northern Ireland) Order 1976, Article 40A

Ainm & sloinne	
Gnéas	
Dáta báis	
Áit an bháis	
Gnáthsheoladh (murab ionann é agus áit an bháis)	
Dáta & áit bhreithe	

a) CERTIFIED to be a true copy of an entry in a register
(For use where a certificate is issued by a Registrar)

..... Registrar

..... Date

(b) CERTIFIED to be a true copy of an entry in a register in the custody of the Registrar General and given under the Seal of the General Register Office, Belfast, this day of 20.....
(For use where a certificate is issued from the General Register Office)

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

Regulation 37

Form 20B

SHORT DEATH CERTIFICATE

Births and Deaths Registration (Northern Ireland) Order 1976, Article 40A

Name & Surname Ainm & sloinne	
Sex Gnéas	
Date of Death Dáta báis	
Place of Death Áit an bháis	
Usual Address (if different from place of death) Gnáthsheoladh (murab ionann é agus áit an bháis)	
Date and Place of Birth Dáta & áit bhreithe	

(a) CERTIFIED to be a true copy of an entry in a register
(For use where a certificate is issued by a Registrar)

..... Registrar

..... Date

(b) CERTIFIED to be a true copy of an entry in a register in the custody of the Registrar General and given under the Seal of the General Register Office, Belfast, this day of 20.....
(For use where a certificate is issued from the General Register Office)

1

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

Form 21

Regulation 44

APPLICATION FOR AN ENTRY TO BE MADE IN THE RECORD OF NORTHERN IRELAND CONNECTIONS

Civil Registration Act (Northern Ireland), Section 31

BIRTH/ DEATH/ MARRIAGE/ CIVIL PARTNERSHIP/ OVERSEAS RELATIONSHIP

Information

This form is to be used to apply for the details of a birth, death, marriage, civil partnership or overseas relationship which occurred outside Northern Ireland to be recorded in the Record of Northern Ireland Connections. A copy of the entry in the register will be issued in respect of each application. Additional copies can also be purchased at the time of the application, or at any later time.

What qualifies a birth to be recorded?

One of the child's parents or grandparents was born in Northern Ireland, or
There is an entry in the Record of Northern Ireland Connections relating to a parent or grandparent of the child.

What qualifies a death to be recorded?

The deceased was born in Northern Ireland; or
A parent or grandparent of the deceased was born in Northern Ireland; or
There is an entry in the Record of Northern Ireland Connections in respect of a parent or grandparent of the deceased person; or
The person was normally resident in Northern Ireland, but died outside Northern Ireland.

What qualifies a marriage to be recorded?

One of the parties was born in Northern Ireland; or
A parent or grandparent of one of the parties was born in Northern Ireland; or
There is an entry in the Record of Northern Ireland Connection relating to a parent or grandparent of one of the parties; or
One of the parties was normally resident in Northern Ireland but married outside of Northern Ireland.

What qualifies a civil partnership or overseas relationship to be recorded?

One of the parties was born in Northern Ireland; or
A parent or grandparent of one of the parties was born in Northern Ireland; or
There is an entry in the Record of Northern Ireland Connections relating to a parent or grandparent of one of the parties; or
One of the parties was normally resident in Northern Ireland but formed a civil partnership/ relationship outside of Northern Ireland.

SECTION 1 – APPLICANT'S DETAILS

Full Name:
Full Postal Address (inc Postcode)
Daytime Tel No:
E-mail Address:

SECTION 2 – DETAILS OF EVENT TO BE RECORDED

Full Forename(s):
Full Surname:
Country of Birth, Death, Marriage, Civil Partnership or Overseas Relationship:
Date of Birth, Death, Marriage, Civil Partnership or Overseas Relationship (DD/MM/YYYY):

SECTION 3 – DETAILS OF THE NORTHERN IRELAND CONNECTION

BIRTH – Please complete if you are applying for a birth to be recorded in the Record of Northern Ireland Connections

A. The person whose birth is subject of this application has a parent or grandparent who was born in Northern Ireland.

(Please give details of the parent's or grandparent's birth)

Full Forename(s):
Full Surname:
Place of Birth:
Date of Birth (DD/MM/YYYY):

OR

B. There is an entry in the Record of Northern Ireland Connections relating to one of the parents or grandparents of the person whose birth is subject of this application.

(Please give details of the existing event in the Record of Northern Ireland Connections)

Type of Event: Birth/Death/Marriage/Civil Partnership/Overseas relationship
Full Forename(s):
Full Surname(s):
Place of Event:
Date of Event:

DEATH – Please complete if you are applying for a death to be recorded in the Record of Northern Ireland Connections

A. The person whose death is subject of this application was born in Northern Ireland or has a parent or grandparent who was born in Northern Ireland.

(Please give details of the deceased's birth or their parent's or grandparent's birth)

Full Forename(s):
Full Surname(s):
Place of Birth:
Date of Birth (DD/MM/YYYY):

OR

B. There is an entry in the Record of Northern Ireland Connections relating to one of the parents or grandparents of the person whose death is the subject of this application.

(Please give details of the existing event in the Record of Northern Ireland Connections)

Type of Event: Birth/Death/Marriage/Civil Partnership/Overseas Relationship
Full Forename(s):
Full Surname(s):
Place of Event:
Date of Event (DD/MM/YYYY):

OR

C. The person whose death is the subject of this application was normally resident in Northern Ireland at the following address but died outside Northern Ireland.

Postal Address:

MARRIAGE – Please complete if you are applying for a marriage to be recorded in the Record of Northern Ireland Connections

A. The person whose marriage is the subject of this application was born in Northern Ireland or has a parent or grandparent who was born in Northern Ireland.

(Please give details of the person's birth or details of their parent's or grandparent's birth)

Full Forename(s):
Full Surname:
Place of Birth:
Date of Birth (DD/MM/YYYY):

OR

B. There is an entry in the Record of Northern Ireland Connections relating to one of the parents or grandparents of the person whose marriage is the subject of this application.

(Please give details of the existing event in the Record of Northern Ireland Connections)

Type of Event: Birth/Death/Marriage/Civil Partnership/Overseas Relationship
Full Forename(s):
Full Surname(s):
Place of Event:
Date of Event (DD/MM/YYYY):

OR

C. The person whose marriage is the subject of this application was normally resident in Northern Ireland at the following address, but married outside of Northern Ireland.

Postal Address:

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

CIVIL PARTNERSHIP/OVERSEAS RELATIONSHIP – Please complete if you are applying for a civil partnership or overseas relationship to be recorded in the Record of Northern Ireland Connections

A. The person whose civil partnership/overseas relationship is the subject of this application was born in Northern Ireland or has a parent or grandparent who was born in Northern Ireland.

(Please give details of the person's birth or details of their parent's or grandparent's birth)
Full Forename(s):
Full Surname:
Place of Birth:
Date of Birth (DD/MM/YYYY):

OR

B. There is an entry in the Record of Northern Ireland Connections relating to one of the parents or grandparents of the person whose civil partnership or overseas relationship is the subject of this application.

(Please give details of the existing event in the Record of Northern Ireland Connections)
Type of Event Birth/Death/Marriage/Civil Partnership/Overseas Relationship
Full Forename(s):
Place of Event:
Date of Event (DD/MM/YYYY):

OR

C. The person whose civil partnership/overseas relationship is the subject of this application was normally resident in Northern Ireland at the following address but formed a civil partnership/overseas relationship outside Northern Ireland.

Postal Address:

SECTION 4 – SUPPORTING DOCUMENTATION REQUIRED

The following documentation is required to process the application and should be forwarded with the completed application form:

- (1) Original or certified copy of the birth, death, marriage/civil partnership/overseas relationship certificate relating to the event being recorded.
- (2) English translation of the information contained in that certificate, (if applicable)

SECTION 6 – APPLICANT'S SIGNATURE (must be completed)

Signature: Date:

Form 22

Regulation 45

APPLICATION FOR THE NOTIFICATION OF A BIRTH OR DEATH REGISTRATION TO A THIRD PARTY

Births and Deaths Registration (Northern Ireland) Order 1976, Article 40(B)

INFORMATION

This form is to be used to apply for details of a birth or death registration to be notified to a Government Department or private sector organisation.

Who can apply for details of a birth or death registration to be notified to a third party?
The person who provided the information for the registration of the birth or death.

Who can be notified of a birth or death registration?
Government Departments and private sector organisations, such as pensions and insurance companies, banks, building societies etc. A full list of participating organisations is available in the accompanying information leaflet.

When can an application be made for details of a birth or death registration to be notified to a third party?
At the time of registration.

SECTION 1 – APPLICANT'S DETAILS

Full Name:
Full Postal Address (inc postcode):
Daytime Tel No:
E-mail Address:

SECTION 2 – DETAILS OF BIRTH OR DEATH REGISTRATION TO BE NOTIFIED

Full Name and Surname as registered at birth/death:
Date of Birth/Death:
Place of Birth/Death:
Sex:

SECTION 3 – ORGANISATIONS TO BE NOTIFIED OF THE BIRTH OR DEATH REGISTRATION

Please indicate which organisations are to be notified – these should be selected from the list contained in the information booklet and should be detailed beside the relevant category below:

- Government Department
- Pension Company
- Insurance Company
- Bank
- Building Society
- Other

SECTION 4 – APPLICANT'S SIGNATURE

Signature: Date:

Form 23

Regulation 46

APPLICATION FOR THE NOTIFICATION OF A MARRIAGE REGISTRATION TO A THIRD PARTY

Article 35A of the Marriage (Northern Ireland) Order 2003

INFORMATION

This form is to be used to apply for details of a marriage registration to be notified to a Government Department or private sector organisation.

Who can apply for details of a marriage registration to be notified to a third party?
Either of the parties to the marriage.

Who can be notified of a marriage registration?
Government Departments and private sector organisations, such as pension and insurance companies, banks, building societies etc. A full list of participating organisations is available in the accompanying information leaflet.

When can an application be made for details of a marriage registration to be notified to a third party?
At the date of registration or within 6 weeks of that date.

SECTION 1 – APPLICANT'S DETAILS

Full Name:
Full Postal Address (inc postcode):
Daytime Tel No:
E-Mail Address:

SECTION 2 – DETAILS OF MARRIAGE REGISTRATION TO BE NOTIFIED

Full Name and Surname (Party 1):
Full Name and Surname (Party 2):
Date of Marriage:
Place of Marriage:

SECTION 3 – ORGANISATIONS TO BE NOTIFIED OF A MARRIAGE REGISTRATION

Please indicate which organisations are to be notified – these should be selected from the list contained in the information booklet and should be detailed beside the relevant category below:

- Government Department
- Pension Company
- Insurance Company
- Bank
- Building Society
- Other

SECTION 4 – APPLICANT'S SIGNATURE

Signature: Date:

Changes to legislation: There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)

Form 24 Regulation 47

APPLICATION FOR THE NOTIFICATION OF A CIVIL PARTNERSHIP REGISTRATION TO A THIRD PARTY

Section 155(A) of the Civil Partnership Act 2004

INFORMATION
This form is to be used to apply for details of a civil partnership registration to be notified to a Government Department or private sector organisation.

Who can apply for details of a civil partnership registration to be notified to a third party?
Either of the parties to the civil partnership

Who can be notified of a civil partnership registration?
Government Departments and private sector organisations, such as pension and insurance companies, banks, building societies etc. A full list of participating organisations is available in the accompanying information leaflet.

When can an application be made for details of a civil partnership registration to be notified to a third party?
At the date of registration or within 6 weeks of that date.

SECTION 1 – APPLICANT'S DETAILS

Full Name:
Full Postal Address (inc postcode):
Daytime Tel No:
E-mail Address:

SECTION 2 – DETAILS OF CIVIL PARTNERSHIP REGISTRATION TO BE NOTIFIED

Full Name and Surname (Party 1):
Full Name and Surname (Party 2):
Date of Civil Partnership:
Place of Civil Partnership:

SECTION 3 – ORGANISATIONS TO BE NOTIFIED OF A CIVIL PARTNERSHIP REGISTRATION

Please indicate which organisations are to be notified – these should be selected from the list contained in the information booklet and should be detailed beside the relevant category below:

- Government Department
- Pension Company
- Insurance Company
- Bank
- Building Society
- Other

SECTION 4 – APPLICANT'S SIGNATURE

Signature: Date:

Form 25 Regulation 48

APPLICATION FOR THE NOTIFICATION OF A CHANGE OF NAME OR SURNAME TO A THIRD PARTY

Births and Deaths Registration (Northern Ireland) Order 1976, Article 37(4B)

INFORMATION
This form is to be used to apply for details of a change of name or surname to be notified to a Government Department or private sector organisation.

Who can apply for details of a change of name or surname to be notified to a third party?
The person who made the application to have the change of name or surname recorded on the birth entry. In the case of a person under 18 years of age this will be the person who applied for the name or surname change for the child.

Who can be notified of a change of name or surname?
Government Departments and private sector organisations, such as pension and insurance companies, banks, building societies etc. A full list of participating organisations is available in the accompanying information leaflet.

When can an application be made for details of a change of name or surname to be notified to a third party?
At the time the change of name or surname application form is submitted, or within 6 weeks of the notification that the change of name or surname has been recorded on the birth entry.

SECTION 1 – APPLICANT'S DETAILS

Full Name:
Full Postal Address (inc postcode):
Daytime Tel No:
E-mail Address:

SECTION 2 – DETAILS OF CHANGE OF NAME OR SURNAME

Full Name and Surname as registered:
Full Name and Surname as changed:
Date of Birth:
Place of Birth:
Sex:
Mother's Name and Maiden Surname:
Father's/Second Female Parent's name and surname:

SECTION 3 – ORGANISATIONS TO BE NOTIFIED OF THE CHANGE OF NAME OR SURNAME

Please indicate which organisations are to be notified – these should be selected from the list contained in the information booklet and should be detailed beside the relevant category below:

- Government Department
- Pension Companies
- Insurance Companies
- Bank
- Building Society
- Other

SECTION 4 – APPLICANT'S SIGNATURE

Signature: Date:

[F16] [F16] SCHEDULE 2

Regulation 5

ADDITIONAL PARTICULARS CONCERNING BIRTHS AND STILL-BIRTHS

Births and Deaths Registration (Northern Ireland) Order 1976, Article 10(4)(b)(ii)

In all cases:

Mother's date and place of birth

How many children has the mother given birth to in total, excluding the current birth or births being registered:

Live born:

Still born:

Has the mother been married more than once or entered into a civil partnership more than once?

Where parents are married to each other or in a civil partnership with each other:

Father's or second female parent's date and place of birth

Date and place of marriage or civil partnership

EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations prescribe the particulars required for the registration of a birth, still-birth or death under the Births and Deaths Registration (Northern Ireland) Order 1976.

They also:

- prescribe the form of the various applications, certificates, declarations and notices relating to civil registrations;
- describe how the various registers are to be maintained;
- provide for remote access to, or the release of, the information which is held in the civil registers;

Changes to legislation: *There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012. (See end of Document for details)*

— provide for applications to have a relevant event registered in the Record of Northern Ireland Connections.]]

Changes to legislation:

There are currently no known outstanding effects for the The Civil Registration Regulations (Northern Ireland) 2012.