

Application for a CIVIL PARTNERSHIP 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)

Your postal address:
 Post Code: Tel No:

2 Are you applying for your own civil partnership certificate? Yes No
 If not please state your relationship to the person

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

4 Details of civil partnership certificate

Name of civil partner

Surname

.....

Forename(s)

Address

.....

..... Post Code

Date of civil partnership registration

Day	Month	Year
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Name of civil partner

Surname

.....

Forename(s)

Address

.....

..... Post Code

Place of civil partnership registration

Name of building or register office and locality

.....

5 Requirements

For information about the types of certificate available please see overleaf

A. Civil Partnership certificate

I require Full Civil Partnership certificate(s)
 Number

I require Extract(s) Civil Partnership certificate(s)
 Number



Card Type

Card Number

□□□□	□□□□	□□□□	□□□□
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Valid from

□□	□□
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Expires

□□	□□
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Issue No

□□	If applicable
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Security code

□□□	The last 3 numbers of the security code on the reverse of your card
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6 Remittance enclosed

(Postal applications only)

I enclose a cheque / postal order for £

Cheques should be made payable to Bradford Council

7 Signature

Signature Date

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 registration authority. All remittances should be made payable to Bradford Council and crossed “/&Co/” **Do not send cash.**

- Credit card details can be supplied on the reverse of this form.
- The application form should be sent to the Superintendent Registrar of the district where the civil partnership occurred:
- The Register Office
22 Manor Row
Bradford
BD1 4QR.
Tel: 01274 432151

Do not use this form for making applications to the Registrar General.

Types of certificate

There are two types of certificate. The full certificate shows all the information contained in the civil partnership record, including the addresses for the civil partners at the time the civil partnership was registered. The extract certificate does not show these addresses.

Information needed

The details of both civil partners and the date and place where their civil partnership was registered should be provided in box 4 overleaf.

For a full certificate, the details provided must also include the full addresses of both civil partners at the time their civil partnership was registered.

If the addresses are not provided in box 4, an extract certificate will be issued.

If a full certificate is required and the full addresses of both civil partners cannot be provided, an application may be made to the Registrar General with the reasons. The Registrar General may authorise the issue of a full certificate if satisfied that it would be reasonable to do so.