

# 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: ..... Tel 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 death certificate is required

### 4 Details of death certificate required

Surname of deceased .....

Date of death  Day  Month  Year

Forename(s) .....

Place of death.....

Occupation .....

..... (Full address or name of hospital)

Home address .....

Date of birth  Day  Month  Year

Or age at death.....

If married please give name and surname of husband / wife .....

### 5 Requirements

*For information about the types of certificate available please see overleaf*

#### A. Standard death certificate



Card Type .....

Card Number

I require ..... Standard death certificate(s)  
Number

Valid from

Expires

Issue No

If applicable

Security code

The last 3 numbers of the security code on the reverse of your card

### 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 .....

## Information about death certificates

### Standard certificates

This is a full copy of the death entry

## Postal applications

If you apply by post please complete the 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 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 death 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.**

## Searches of death indexes

Superintendent Registrars do not have the staff to undertake searches of an indefinite protracted nature. Usually a search in the deaths 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, will 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.