

NOTICE

GUIDELINES ON WHO CAN APPLY FOR A BIRTH CERTIFICATE

First Publication

Effective the 1st June, 2013 the following class of persons will be permitted to apply for Birth Certificates:

1. **The owner of the Birth Certificate.** He/she must present their Identification Card.
2. **The parents whose names are shown on the Birth Certificate.** He/she must present their Identification Card.
3. **Children of the owner of the Birth Certificate.** He/she must present their Identification Card.
4. **Legal Guardian.** A Court Order must be shown.
5. **An attorney acting on behalf of his client whom he/she knows for a minimum period of five (5) years.** The Attorney must provide:
 - a. A letter of authorisation signed by the owner of the birth certificate;
 - b. A letter stating that he/she is acting for the owner of the Birth Certificate and authorising their Clerk to apply for and collect the Birth Certificate.
6. **Social Welfare Officers, Police Officers etc.** A letter must be sent by these departments.
7. **A duly authorized person by the applicant.** The applicant must submit:
 - a. A letter of authorization signed by the owner of the Birth Certificate.
 - b. A copy of the owner of the Birth Certificate Identification Card.
 - c. If the owner of the Birth Certificate is living abroad a letter of authorisation is required which must be notarized.

The above is pursuant to a Cabinet decision dated the 19th March, 2013.

TAMARA GIBSON-MARKS
Registrar.