



General Register Office

Before completing this form please read:

'How to apply for a correction to remove the wrong father's details'

This can be obtained from any register office or at www.gov.uk.

This form should be used when applying for a correction to the General Register Office. You need to complete all sections of the form and then complete the checklist overleaf

There is a statutory fee of £99.00 for each application. This is a consideration fee and, as such, is not refundable. The fee must be paid at the point of application. See guidance leaflet Sections 2 & 3

Applicant's details:

Title

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Forenames

[illegible]

Surname

[illegible]

**Current
address**

[illegible][illegible][illegible]

**Contact tel.
no.**

[illegible]

Email

[illegible]

We may need to contact you, how would you prefer to be contacted? Please tick one.

E-mail

**Telephone**

Post

Your relationship to the child named on the certificate. See *guidance leaflet Section 5*

[illegible]

1.2 Child's details as stated on birth certificate:

Forenames

[illegible]

Surname

[illegible]

Date of birth

[illegible]

Other contact details. See guidance leaflet Section 5

Applicant 2

Title	
Forenames	
Surname	
Current address	
Contact tel. no.	
Email	

Applicant 3

Title	
Forenames	
Surname	
Current address	
Contact tel. no.	
Email	

I have enclosed information to prove the man named on the certificate is not the natural father of the child. See guidance leaflet, Sections 6 & 7	Yes	☐		
I have enclosed a certified copy of the birth certificate that needs correcting. See guidance leaflet, Section 8	Yes	☐		
I would like my certified copies back. See guidance leaflet, Section 8	Yes	☐	No	☐
I understand that the correction will be by means of a note in the margin. See guidance leaflet, Section 9	Yes	☐		
I understand that two people will need to make a statutory declaration for the correction to be made. See guidance leaflet, Section 11	Yes	☐		

Please note: **before** a correction can be authorised, two people will be asked to make a statutory declaration. The declaration must be signed by someone who legally can attest an oath. A fee may be charged by the person witnessing the declaration for this service. See *guidance leaflet Section 11* .

We aim to reply to your initial application within **25 working days**. However, if we ask for more information or you need to send in more paperwork, each further reply may take up to **25 working days**. See *guidance leaflet Section 12*.

Please include any further information you think may be relevant

Details of any other error(s)

Please clearly explain in the boxes below **what is wrong** and **what the correct details are**

What is wrong:	What the correct details are:

Please give as full an explanation as possible of how the error occurred

This form should be signed by all parties applying for the correction

Applicant 1

I declare that the information supplied is true to the best of my knowledge and belief.

Name:

Signature:

Date:

Applicant 2 (if applicable)

I declare that the information supplied is true to the best of my knowledge and belief.

Name:

Signature:

Date:

Applicant 3 (if applicable)

I declare that the information supplied is true to the best of my knowledge and belief.

Name:

Signature:

Date:

Checklist

I have filled in all sections of the form

Yes

☐

I have included a certified copy of the birth certificate that needs correcting

Yes

☐

I have enclosed document(s) that show the correct information

Yes

☐

Please take or send your application form and documentary evidence to the register office for the area where the birth was registered. You can ring GRO on 0300 123 1837 who can advise where your application needs to be sent.

For the purpose of detecting and preventing crime, information relating to an application may be passed and verified with other government departments or law enforcement agencies

Fair Processing Notice

By completing this form you agree to the General Register Office contacting you in relation to your application as well as to ask if you are satisfied with our services.

The General Register Office is part of His Majesty's Passport Office.