

TO OBTAIN A BIRTH CERTIFICATE

Birth Certificates for persons born in the Federation of St Kitts & Nevis may be obtained by sending a signed letter of request to:

**The Deputy Registrar General
Ministry of Health
Church Street
Basseterre
St Kitts**

1. Where possible, the person whose name appears on the certificate should be the one to sign the letter of request. Where this is not possible, the applicant should enclose documented proof of entitlement to request the birth certificate (family connection as recorded on another birth certificate, or authorised agent, etc.)
2. The signature of the person who is applying for the certificate should be witnessed by a notary public, solicitor, counsellor, Justice of the Peace, etc.
3. There is a fee of **£5.00** payable by Postal Order or Bank Draft, issued in favour of **The Registrar General**. This covers the cost of the certificate and postage to the UK.
4. Please ensure that you have included all of your particulars: your correct name (as given at the time of birth), date of birth, the name of your mother (and father, where relevant) at the time of your birth, the full address to which you would like the certificate mailed.
5. The same guidelines apply for persons who wish to request official Death and Marriage Certificates.