

**HIGH COURT OF JUSTICE (CIVIL STATUS DIVISION)**  
**APPLICATION FOR RECTIFICATION OF CIVIL STATUS RECORDS**

Application # (for Official Use Only): AR2025.....

If you are applying for a rectification on someone's behalf, you may skip #6.

**Details of Person Whose Record(s) is (are) Affected (for applicants rectifying more than one person's record, simply provide details for one person):**

- 1. Surname: .....
- 2. Christian name(s): .....
- 3. Other name(s) record holder is known by: .....
- 4. Address: .....
- 5. Tel. #: (Home) ..... (Work) ..... (Mobile) .....  
Email address: .....
- 6. What ID (for the record holder) is being submitted with the application? (**Only 1 form required**)  
 Passport: # .....  ID Card: # .....  Driver's License: # .....  
 Other (please specify): .....
- 7. Record(s) to be rectified:  
 Birth  Baptism  Marriage  Adoption  Death  Burial  
 Other (please specify): .....
- 8. Is there a specific reason why this (these) rectification(s) is (are) now being applied for (e.g. to renew a passport)? If yes, please state reason: .....

**Details of Person Applying for Rectification(s) (if different from person named above):**

- 9. Surname: .....
- 10. Christian name(s): .....
- 11. Address: .....
- 12. Tel. #: (Home) ..... (Work) ..... (Mobile) .....  
Email address: .....
- 13. What ID have you brought along with you? (**Only 1 form required**)  
 Passport: # .....  ID Card: # .....  Driver's License: # .....  
 Other (please specify): .....
- 14. What is your relationship to the record holder? .....

**NOTE - YOU MAY NEED A LETTER OF AUTHORISATION:** Unless you are the mother of the record holder and he/she is a minor (i.e. under 18), you will need a letter from the record holder signed by him/her before a Notary Royal or Justice of the Peace, authorising you to request the rectification on his/her behalf. You will also need a copy of some form of ID for the record holder that bears his/her signature. For a mother rectifying her child's record (where the child is under 18), the mother-son/daughter link must be evident from the vital record being rectified.

.....  
**Signature of Applicant**

.....  
**Date**

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**15. Payment Information:**

Receipt #: .....

Payment date: .....

**16. The Rectification Order for this application has been prepared.**

On ..... / ..... / ..... the applicant was called and informed that his/her Order was ready for collection.

On ..... / ..... / ..... the applicant was called but could not be reached. A message that his/her Order was ready for collection  was left with ..... /

was left on his/her voicemail system.

Caller's Initials: .....