



HIGH COMMISSION for SAINT VINCENT and the GRENADINES

Please address reply to the High Commissioner

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10 Kensington Court

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Our Ref: CL/cdf/E 3

Your Ref:

Requests for Birth Certificates

What to do

Request for Birth Certificates must be made to the Registrar General on the attached application form. Applicants can only be made by persons aged 16 years and over

1. Section A and B of application form should be completed by the applicant
2. The form must be certified by a Justice of the Peace, Notary Public, Magistrate, Lawyer, Solicitor, Marriage Officer, Member of Parliament or Senior Police Officer.
3. The person who certifies the application should also endorse two (2) recent passport sized photograph with the words: "I certify that this is a true photograph of the Applicant (Mr/Mrs/Miss)....." and add his/her signature.
4. The applicant should then bring the completed application and endorsed photographs to the High Commission for Saint Vincent with:
 - a. Photographic proof of ID (current passport / Vincentian ID / Photographic Driving License / Armed Forces ID)
 - b. Proof of address (Bank Statement / Utility Bill)
 - c. Bank Draft/Cheque/International Money Order for the sum of £7 made payable to: 'Accountant General'

Deed Poll

If your name has changed since the registration of your birth you will need to make the relevant changes by Deed Poll.

It may be possible for such a document to drawn up in the country you are currently resident. The said document should then be sent to a lawyer in SVG for submission to the Registry for the relevant changes to be made to the birth certificate. You may however wish to first discuss this matter with a lawyer in SVG since they have an alternative suggestion. A list of Vincentian lawyers is available on www.stvincentyp.com.

Once the relevant changes have been made you should request a new certificate which has been legalized by the registry

Who to contact

For more information please contact:

The Registrar General

Registry Department

Court House Building

Kingstown

St. Vincent and the Grenadines

Telephone: +1(785) 456 1111 (ask for the Registry Department)

+1(784) 457 1220

+1(784) 451 2944

Fax: +1(784) 457 1888

Email: svgregistry@caribsurf.com