

## General Register Office

The General Register Office (GRO) is part of the Northern Ireland Statistics and Research Agency (NISRA) and is primarily concerned with the administration of the registration of births, deaths, marriages and civil partnerships. The registers themselves are not open to inspection, but information from them is supplied in the form of certificates. The GRO does not engage in genealogical research although the records can contain valuable information for anyone compiling a family tree.

### What information is available?

Registers are for births and deaths (from 1864) and registers of marriages (from 1845) for Northern Ireland only. These civil registers make up the main series of records maintained by the GRO. In the main office in Belfast, birth and death registers are available for the period on and after 1 January 1864, marriage registers are only available for marriages on and after 1 January 1922.

Certificates relating to non-Roman Catholic marriages registered from 1846 onwards and all marriages registered from 1864 onwards are available from the District Register Office in which they were registered and from 1 April 2004 marriage certificates may be obtained from any District Registration Office, no matter where in Northern Ireland the marriage took place. Applications to District Registration Offices must be submitted in person, please contact your local office for details of accepted payment methods.

### Other records of births, deaths and marriages held:

Adopted children register	Service Department registers
Marine register of births	Foreign marriages
Marine register of deaths	High Commissioner's returns
Consular returns of births	Consular returns of marriages
Consular returns of deaths	War deaths

## How do you apply for birth, death, marriage and civil partnership certificates?

You can apply in person, by telephone or fax, or on-line at [www.groni.gov.uk](http://www.groni.gov.uk) or by post to the General Register Office, Oxford House, 49-55 Chichester Street, Belfast BT1 4HL. Personal applications are processed within 3 working days and postal, telephone, fax and on-line applications are processed within 7 working days. Application forms are available from the General Register Office, District Registrars' Offices, Citizens Advice Bureaux and PRONI or on-line.

Information required:

<b>Birth Certificates</b>	Full name of person whose birth certificate is required. Date and place of birth. Names of parents (including mother's maiden name).
<b>Marriage and Civil Partnership Certificates</b>	Full names of both parties (including bride's maiden name). Date and place of marriage/civil partnership.
<b>Death Certificates</b>	Full name of deceased. Date and place of death.

The GRO can undertake a specific search provided they are given sufficient information about the person concerned. If the search is likely to be too time-consuming, the GRO will not undertake the task. You will be expected to conduct the search personally or arrange for someone to search on your behalf.

## Searches

General searching for can be carried out in person by anyone over 16 years of age.

**Search only** For each 5 year period or part of it the cost is **£6.00**.

**Assisted Search** General search of the records assisted by a member of GRO staff for any period of years and any number of entries. However there is a waiting list for this service and bookings must be made in advance (preferably 6 weeks).

The cost is **£26.00** per hour.

## Index Search

The indexes up to the present have now been computerised and are available for searching for a period not exceeding 6 hours. Cost is **£12.00**. This includes four verifications with the option of further verifications at **£3.00** each. Bookings should be made as you may need to give up to 6 weeks notice.

## Indexes available

Birth Indexes, 1864 to present

Death Indexes, 1864 to present

Non-Catholic Marriage Indexes,  
1845 to present

All Marriage Indexes, 1864 to  
present

## Fees for birth, death and marriage certificates

Fees payable (*from June 2008*) for certificates and searches:

Full certified copy of an entry of birth, death, marriage or civil partnership **£12.00**

Short birth certificate **£12.00**  
(shows surname, name, gender, date of birth and, in most cases, the district of birth)

Where two or more full certified copies of the same entry are applied for at the same time, the first copy will be charged at **£12.00** and any additional copies at **£6.00** each.

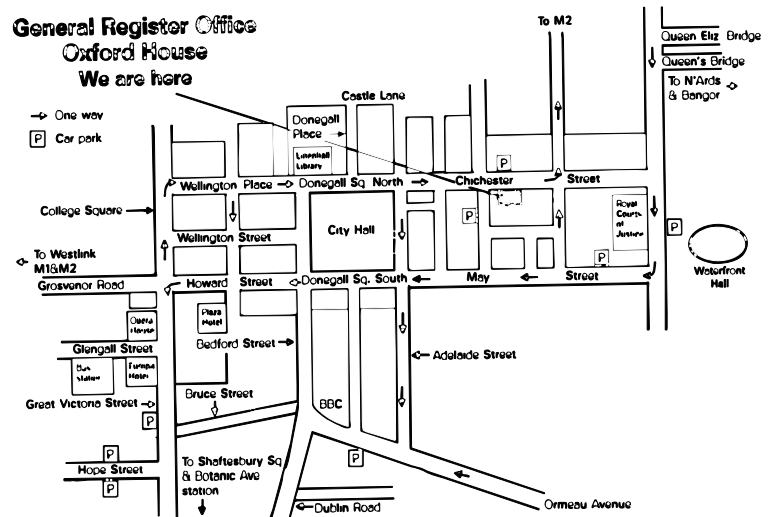
Where an applicant can supply full particulars including the register entry number and date of registration the fee will be **£6.00**.

**Priority Certificate** – produced within one hour of application if applied for in person before 15.00 hours. Applications received by post, telephone, fax or on-line before 14.30 hours will be issued by first class post on day of receipt **£17.00 + fee**

## How to find the General Register Office

Oxford House  
49-55 Chichester Street  
Belfast  
BT1 4HL

(028) 9025 2021



Tel: (028) 9025 1318  
e-mail: [proni@dcalni.gov.uk](mailto:proni@dcalni.gov.uk)  
Web-site: <http://www.proni.gov.uk>

