

Registration Services
Corporate Services
London Borough of Camden
220 Eversholt Street
London NW1 1BD

Tel 020 7974 4444
Email: crs@camden.gov.uk

Dear parents,

This pack is for officially changing any forenames (first and middle names) of your child within twelve months of the birth registration.

The form 'certificate of name given in baptism (or not in baptism)' can be used if you wish to change any forename(s) of your child from those you registered him/her in at the register office and have since given a Christian baptism to them in the first twelve months from the registration or just want to change any of the forename(s). The baptism must have been in the new names you wish your child to be known as. The vicar or minister of the church needs to complete the form. They may charge you for this. We enclose an example of a completed form for reference.

If the child is not baptised you will need to complete the form using the example provided to help you.

Please be advised that on the full birth certificates thereafter, your child's existing name will still appear in space 2. The updated name will appear in space 17 'name given after registration'. Please also note that you can only change any forename(s) or your child using these forms once, never on multiple occasions. These forms do not apply if you are correcting a forename (for example, if you spelt it incorrectly at the original registration). In this case, you must apply for a correction. Space 17 amendments are only for (i) when you change your mind about your child's forename(s) or (ii) for recording baptismal name(s) which were not given at the register office on the original registration.

Please post us your completed form together with the completed section below and any cheques as payment. We will process your request within 15 working days. If you need this urgently you can ask for an express service which costs £18.

The fee for this change of name is £40 for each child with additional £4 for each certificate required (£11 each from 16th February 2019)

Complete this section and return with the completed form:

FAO: Camden Registration Service

I enclose a completed 'certificate of name given not in baptism' form

I enclose a completed 'certificate of name given in baptism' form

I require [insert number] full certificate showing the updated forename(s)

I enclose [amount] cheque made payable to "London Borough of Camden"

My mobile telephone number: _____ email: _____

BIRTHS AND DEATHS REGISTRATION ACT 1953

(Form prescribed by the Registration of Births and Deaths Regulations 1987)

CERTIFICATE OF NAME GIVEN NOT IN BAPTISM

within 12 months after registration of birth

I of
 being the (a) of the male child born to
 and on the day of whose birth was
 registered in the register of births for the sub-district of
 on the day of do hereby certify that the said child not having been given a name
 in baptism was within twelve months after the registration of his birth given the name

Witness my hand this day of

Signature

CERTIFICATE OF ENTRY OF NAME

I certify that the above name has been entered by me in Entry Number in the register book of births for
 the
 sub-district of in the quarter ended

Signed Superintendent Registrar*

Date Registrar

- (a) State 'Father', 'Mother', 'Guardian' or as the case may be
- * Strike out whichever does not apply

(over)

B0222 8/09

NOTICE

If a child is given a forename or forenames within 12 months after the registration of its birth without having been baptised and the name so given is different from the name recorded in the birth register, or if no name has been recorded, the name given may be entered in the space provided for it in the birth register on production of a certificate in this form.

The certificate must be produced to the registrar or superintendent registrar who has custody of the register in which the birth was registered.

EXAMPLE FOR REFERENCE

BIRTHS AND DEATHS REGISTRATION ACT 1953

(Form prescribed by the Registration of Births and Deaths Regulations 1987)

CERTIFICATE OF NAME GIVEN NOT IN BAPTISM

within 12 months after registration of birth

I, YOUR FULL NAME of YOUR ADDRESS being the (a) MOTHER / FATHER (if recorded) of the male / female* child born to MOTHER'S NAME and FATHER'S NAME on the DAY day of MONTH & YEAR OF BIRTH whose birth was registered in the register of births for the sub-district of CAMDEN on the DAY day of MONTH & YEAR OF REGISTRATION to hereby certify that the said child not having been given a name in baptism was within twelve months after the registration of his / her* birth given the name CHILD'S NEW NAMES IN FULL

Witness my hand this DAY day of MONTH & YEAR TODAY Signature SIGN HERE

CERTIFICATE OF ENTRY OF NAME

I certify that the above name has been entered by me in Entry Number in the register book of births for the sub-district of in the quarter ended

Signed Superintendent Registrar* Registrar Date

(a) State 'Father', 'Mother', 'Guardian' or as the case may be * Strike out whichever does not apply

(over)

B0222 8/09

EXAMPLE

This form to be used only for insertion of Baptismal name in a birth register (NOT - in the case of an adopted child - for insertion in the Adopted Children Register)

BIRTHS AND DEATHS REGISTRATION ACT 1953

(Form prescribed by the Registration of Births and Deaths Regulations 1987)

CERTIFICATE OF NAME GIVEN IN BAPTISM # within 12 months after registration of birth

I, NAME OF MINISTER of FULL NAME OF CHURCH do hereby certify that (according to the register of Baptisms for FULL NAME OF CHURCH now in my custody)* the male / female † child stated to have been born on the DATE OF BIRTH FOR CHILD day of to MOTHER'S FULL NAME and FATHER'S FULL NAME was on the DATE OF BAPTISM day of (IF STATED ON THE BIRTH CERTIFICATE) baptised by MINISTER - FULL NAME in the name CHILD'S FULL NAME AT BAPTISM DATE OF SIGNING Witness my hand this day of Signature MINISTER SIGNATURE

Officiating Minister Person having custody of register

CERTIFICATE OF ENTRY OF BAPTISMAL NAME

I certify that the baptismal name has been entered by me in Entry No. in the register book of births for the sub-district of in the quarter ended Signed Superintendent Registrar Date Registrar †

#Baptism means the rite or ceremony of the Christian Church *To be deleted where the certificate is given by the person who baptised the child †Strike out whichever does not apply

This form to be used only for insertion of Baptismal name in a birth register
(NOT - in the case of an adopted child - for insertion in the Adopted Children Register)

BIRTHS AND DEATHS REGISTRATION ACT 1953

(Form prescribed by the Registration of Births and Deaths Regulations 1987)

CERTIFICATE OF NAME GIVEN IN BAPTISM # within 12 months after registration of birth

I.....of.....
do hereby certify that (according to the register of Baptisms for.....
now in my custody)* the ^{male}/_{female} † child stated to have been born on the.....day of.....

to.....and.....
was on the.....day of.....baptised by.....
in the name.....

Witness my hand this.....day of.....

Signature.....

Officiating Minister

Person having custody of register

CERTIFICATE OF ENTRY OF BAPTISMAL NAME

I certify that the baptismal name has been entered by me in Entry No.....in the register book of births for
the sub-district ofin the quarter ended.....

Signed..... Superintendent Registrar

Date..... Registrar †

#Baptism means the rite or ceremony of the Christian Church

*To be deleted where the certificate is given by the person who baptised the child

†Strike out whichever does not apply



CERTIFICATES OF

NAME GIVEN IN BAPTISM

for procuring the entry in the birth register of the name given to a
child in baptism **WITHIN 12 MONTHS** after the registration of the birth

*NOTE: These certificates are not applicable to the insertion in the Adopted Children Register of a baptismal
name given to an adopted child within 12 months of adoption.*

TO BE USED BY THE CLERGY AND OTHER OFFICIATING MINISTERS, WHO MAY
OBTAIN THEM FROM THEIR LOCAL REGISTRAR OR FROM THE
REGISTRAR GENERAL, GENERAL REGISTER OFFICE, SOUTHPORT, MERSEYSIDE.