

Registration of a Death

What the Registration Staff require to register a death

Please complete a Registration of a Death Form (Green Form) GRO 73 Which can be obtained from your Funeral Director or in the Registration Office.

The Registrar will require the completed Green Form and the Medical Certificate of Cause of Death issued by the GP or Hospital to register the death.

Down Registration Staff can register a death which occurred within the Down District or the death of a person who was a resident of Down but died outside of the District but within Northern Ireland.

If the death was reported to the Coroner, then complete the Registration Form to notify the Registrar. The death will be registered when the Coroner forwards a Report to the Registrar's Office, you shall be notified by the Registrar and asked to attend to register the death.

What will the Registrar give to you after the death is registered?

There is no cost for registering a death.

After the registration is completed Certificates of Death can be issued upon request, at the cost of £6.00 each. Further certificates may be purchased at a later date but the fee increases to £12.00 after one month for the first copy and £6.00 for all subsequent copies requested on the same day.

A Form 36 or BD8 will automatically be issued free of charge. This is used for the purpose of cancelling or claiming benefits from the Department of Health and Social Services

A Form 21 will automatically be issued free of charge. This is given to the Funeral Director for the opening of the grave or cremation.