

**A guide to assist you with the completion of the
'Certificate of Naming Given Not in Baptism'**

*Please read through this guide carefully before you proceed with the completion of the certificate.
Please write clearly using only blue or black ink. If you make any mistakes, please contact the
Register Office to request a new Certificate of Naming Given Not in Baptism, as striking out
words/Correction Fluid will invalidate the certificate.*

*Please ensure that the certificate is returned to us within 12 months from the date of the child's
registration. If the certificate is received after this date, we will be unable to proceed (For example, if
the child was registered on the 14th June 2011, the certificate must be returned to the office by 14th
June 2012).*

The fee for this service is £40.00

*If you wish to obtain a new birth certificate containing the new name/names, please visit our office
or apply for a certificate online at******

***Note: The names in space 2 of the certificate will never change. The new names you change will
appear at the bottom of all new certificates in space 17.***

I (insert the name of child's birth parent who is making the application for a 'Space 17'/Certificate of
Naming Not Given in Baptism) **of** (insert current address) **being the (a)** (insert whether you are the
mother of father) **of the male/female** (delete where applicable) **child born to** (Insert mother's
name) **and** (Insert father's name if applicable) **on the** (Insert the date of child's birth) **day of** (Insert
the month and year of the child's birth) **whose birth was registered in the register for births for the
sub-district of** (Insert: Lambeth) **on the** (Insert the date on which the child was registered) **day of**
(Insert the month and year that the child was registered) **do hereby certify that the said child not
having been given a name in baptism within twelve months after registration of his/her** (delete
where applicable) **birth given the name** (Insert the name that you wish your child to now have).

Witness my hand this (Insert today's date) **day of** (Insert today's month and year)

Signature (signature of applicant)