



Update 17.02.2021 Registration Department – Births, Deaths, Marriages and Civil Partnerships.

Registration of a Birth: By Appointment Only

- Complete the [Birth Registration Form GRO4](#) and email a scan or a photograph of it to registration@nmandd.org. **We will then contact you to arrange an appointment.**
- Plan for one parent only to attend for a birth registration appointment where the parents are married. Where the parents are unmarried both are required to attend for joint registration.
- Please do not bring your baby or other children with you to your appointment.

Customers who have not made an appointment will not be accommodated.

In line with government guidance please DO NOT attend your appointment should you or a family member display any symptoms of COVID-19. Please cancel your appointment and we will be happy to rearrange for you at an alternative suitable time and date.

Registration of a Death: By telephone only

The Registrar will contact the next of kin or the Funeral Director to register the death over the telephone when notified by the certifying Doctor.

The Medical Cause of Death Certificate signed by the doctor, showing the cause of death will be issued electronically to the Registration staff. If the deceased had not been seen by a doctor within the last 28 days or where the death was not caused by natural illness, this death would have to be referred to the Coroner for further investigation.

Chief Executive, Marie Ward

Oifig an Iúir, Newry Office, O'Hagan House, Monaghan Row, Newry BT35 8DJ
Oifig Dhún Pádraig, Downpatrick Office, Downshire Civic Centre, Downshire Estate, Ardglass Road, Downpatrick BT30 6GQ



If you need any advice in relation to registering a death or stillbirth, please email registration@nmandd.org or telephone 033 0137 4041.

Marriage/Civil Partnership RESTRICTIONS from 8 January 2021

Please be aware that your marriage ceremony must be conducted under the current NI Executive restrictions. These are:

- Civil Partnership /Marriage ceremonies are limited to 25 people. This includes the couple, witnesses, officiant and all guests (including children under 12).
- Face masks must be worn by all except the couple being married or forming a civil partnership. Current guidance states that children under the age of 13 do not have to wear a face mask.
- Civil Partnership /Marriage ceremonies are not permitted to take place at a private dwelling, including the garden, unless one party is terminally ill.
- Civil Partnership /Marriage ceremonies can take place in a person's home if one of the parties is terminally ill with up to 10 people in attendance (this includes the couple, two witnesses and the officiant).

If you need any further advice, please email registration@nmandd.org or telephone 033 0137 4041.

Chief Executive, Marie Ward

Oifig an Iúir, Newry Office, O'Hagan House, Monaghan Row, Newry BT35 8DJ
Oifig Dhún Pádraig, Downpatrick Office, Downshire Civic Centre, Downshire Estate, Ardglass Road, Downpatrick BT30 6GQ