Relative Files
relativefiles.com

Certificate order checklist

Order the right certificate, and read every line of it.

Before you order

- [ ] I found the index entry (FreeBMD, the GRO index or a local index) and noted quarter, district, volume and page.
- [ ] The details fit what I already know (age, place, census household).
- [ ] I compared ways to get it: the GRO, the local register office, or a PDF copy.
- [ ] I checked the family papers for a certificate I already own.
- [ ] I noted the order in my correspondence log.

Orders

Event (B / M / D)	Name	Year and quarter	Registration district	Volume and page	Date ordered	Order or ref. no.	Received

When it arrives, check and record

Birth certificate

- [ ] Date and place of birth
- [ ] Forenames given
- [ ] Father's name and occupation
- [ ] Mother's name and maiden name
- [ ] Informant, and their mark or signature
- [ ] Date registered
- [ ] Registration district

Marriage certificate

- [ ] Date, and church or register office
- [ ] Ages ("full age") and condition
- [ ] Occupations
- [ ] Residences at the time
- [ ] Fathers' names and occupations
- [ ] Witnesses (relatives?)
- [ ] Signatures or marks

Death certificate

- [ ] Date and place of death
- [ ] Age and occupation
- [ ] Cause of death
- [ ] Informant and relationship
- [ ] Date registered
- [ ] Whether an inquest was held
- [ ] Residence

Clues to follow up: new names, places, occupations, witnesses (add each to your research plan)

Free to print and share for your own family history research