



High Commission of the Republic of Trinidad and Tobago

REQUEST FOR A BIRTH CERTIFICATE

1. Submit the following documents to the High Commission in person or by email:
 - a. Completed Request for Birth Certificate Form.
 - b. FREE BIRTH CERTIFICATE FORM if applying for the Electronic Birth Certificate for the first time.
 - c. Copy of Birth Certificate if available.
 - d. Payment of Indian Rupee equivalent for the below listed fees.
TT\$ 25 per Birth Certificate-
The first copy of the Electronic Birth Certificate is free.

Fees to be paid in the form of bank draft/money order in USD equivalent payable to REGISTRAR GENERAL. Contact the High Commission for USD value at the time of application.

USD\$2.00 Diplomatic fee

Fees to be paid through 1) bank draft/money order payable to the HIGH COMMISSION OF TRINIDAD AND TOBAGO. Contact the High Commission if paying in USD currency OR 2) Western Union. Contact the High Commission for name of receiver.

- e. If the Certificate is to be mailed to you provided the following fees:
INR 275 Courier fee within India
INR 2575 Courier fee for outside India

Fees to be paid through 1) bank draft/money order payable to the HIGH COMMISSION OF TRINIDAD AND TOBAGO. Contact the High Commission if paying in USD currency OR 2) Western Union. Contact the High Commission for name of receiver.

- f. Self-addressed envelope If the Certificate is to be mailed to you.
2. The application is then sent to the Ministry of Legal Affairs in Port of Spain via the Ministry of Foreign Affairs.
 3. The Mission notifies the applicant when it receives the Certificate from the Ministry of Legal Affairs.
 4. Please allow three to six weeks for delivery.

HIGH COMMISSION OF TRINIDAD AND TOBAGO, NEW DELHI

REQUEST FOR A BIRTH CERTIFICATE FORM

SURNAME: _____

FIRST NAME: _____

DATE OF BIRTH: _____

FATHER'S NAME: _____

MOTHER'S NAME: _____

MOTHER'S MAIDEN NAME: _____

EXACT LOCATION OF BIRTH
IN TRINIDAD AND TOBAGO: _____

COPY OF BIRTH CERTIFICATE ATTACHED Y N

CONTACT DETAILS OF APPLICANT IN INDIA:

Address - _____

Tel - _____

Email - _____

I hereby authorise the High Commission of the Republic of Trinidad and Tobago in New Delhi to request on my behalf a copy of the above Birth Certificate.

Signed: _____

Date: _____

FOR OFFICIAL USE

FEES: _____

PAYMENT INFO.: _____

DATE: _____

OFFICIAL: _____