

Registering a Death

Making an appointment

A death has to be registered within 5 working days. Once you have the Medical Cause of Death Certificate from the Bereavement Office in the hospital, you can call 03000 41 51 51 for an appointment. This number covers the whole of Kent for appointments and a death occurring in Maidstone or Tunbridge Wells hospitals can be registered anywhere in Kent apart from the Medway Towns and the London boroughs of Bromley and Greenwich. (These areas are not included in the Kent registration district) Alternatively, an appointment can be booked on the website www.kent.gov.uk/registration

Most register offices are now located in local libraries or council gateways– the appointments line will tell you the quickest, nearest location to where you are for an appointment.

Information required to register

Please take along the Medical Certificate of Cause of Death, the deceased's medical card and if applicable blue disabled badge and war pension order book.

In order to register, the registrar will need to know:-

- ♣ Date and place of death and usual address of deceased
- ♣ Full names and surname (and maiden name if the deceased was a woman who had married
- ♣ Date and place of birth
- ♣ Occupation (and, if applicable, the name and occupation of the deceased's spouse or civil partner
- ♣ Whether he or she was receiving a pension/allowance from public funds
- ♣ If the deceased was married or in a civil partnership, the date of birth of the surviving spouse or civil partner.

Once registered, copies of the original death certificate can be purchased at £11.00 each on the day of registration