OFFENCES & PENALTIES

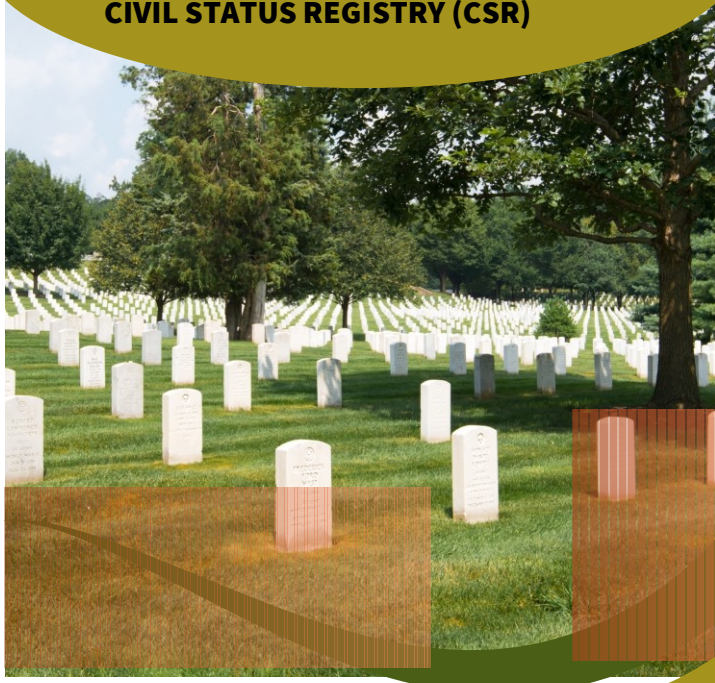
It is an offence to provide false information to the office(s) of the Registry of Civil Status.

Offences and penalties associated with giving any false information to the office of the Registry of Civil Status (and District Registrars), in the Civil Registration process including but not limited to: registration of births & deaths and rectification of vital records, can be found at Sections 28 and 29 of the Civil Status Act No. 9 of 2010 and the Civil Status (Amendment) Act No. 10 of 2014.

Please Note: That the information contained in this leaflet is only meant to serve as as guide. Depending on your case, you may be required to submit additional supporting documents.

Prepared by:
Office of the Registrar
Civil Status Registry
Brazil Street, Castries
SAINT LUCIA
Telephone: 1785-468-7017 / 1758-453-2485
Email: civilstatusregistry@gmail.com
Opening hours: Mondays – Fridays
Applications: 8:00 a.m. to 1:00 p.m.
Collections: 8:00 a.m. to 3:00 p.m.

DEPARTMENT OF JUSTICE
CIVIL STATUS REGISTRY (CSR)



REGISTRATION & LATE REGISTRATION OF DEATHS

IN SAINT LUCIA

REGISTRATION OF DEATHS

In accordance with legislative requirements, a death must be registered in the district in which the death took place within six (6)months of the death.

Requirements for registration of a death in Saint Lucia:

- Original medical certificate of cause of death (issued by the attending doctor)
- Birth and Marriage certificate of deceased
- Valid government issued ID card (National ID,passport, driver's licence) of deceased
- Valid national identification of informant

LATE REGISTRATION OF DEATHS PROCEDURE:

Contact the Office of the Registrar of Civil Status to obtain information on the late registration of a death record.

WHAT SHOULD YOU BRING TO THE INTERVIEW TO THE CSR?

- Application form to be completed and signed by the applicant
- Medical certificate indicating the cause of death, from the attending doctor
- Valid government issued ID of informant
- Valid government issued ID of deceased, if available
- Burial certificate of the deceased
- Affidavit /Statutory Declaration stating reason for delay in registration of death. Affidavit to be completed and signed before a Notary Royal/Attorney
- A fee of **E.C.$10.00** is payable for processing late registration.
- A $20.00 **s**tamp is required to process each Affidavit/Statutory Declaration

CONTACT INFORMATION FOR DISTRICT REGISTRAR

Name	District	Phone no.
ALPHONSE Nila	Laborie	454-5123
BRANFORD Andrew	Marchand	452-5966 720-2486
BRETNEY Philomen	Gros Islet	450-0478 518-6131 584-8705
EDWIN Jerona	Desruisseaux	455-4313
HOWELL Elaine	Bexon	453-6873
JAWAHIR , Myrtle **Asst. District Registrars:** **WILSON** Diana **ALCINDOR, Kathleen**	Castries (Main Office -Civil Status Registry) (La Clery) Vieux Fort Dennery	453-6791 453-2485 724-1421
LAWRENCE, Cosmus	Anse La Raye	458-3523 518-4414
MATHURIN Josephine L.	La Ressource	453-3321 7126363 718-7330
MAXWELL Henrietta	Micoud	453-6791
MITCHELL Imogene	Saltibus, Choiseul	459-3302
SERIEUX Emma	Mon Repos	455-3681
ST. CYR Patsy	Canaries	453-3231
ST.HILL Hermina	Soufriere	459-7560 712-0792
ST.MARTHE Alphea	Babonneau	718-6414