



CONSULATE GENERAL OF SAINT LUCIA

**APPLYING FOR A SAINT LUCIA BIRTH CERTIFICATE**

In order to apply for a birth certificate you must first send an e-mail to the Registry of Civil Status (Saint Lucia).

**Required Documents:**

The following documents must be provided:

- Coloured copy of bio data page of passport (page with photo)
- Coloured copy of valid Canadian Government ID (if providing a card, copy back and front of card)

**Other documents:**

- Copy of birth certificate (if available)
- Copy of baptism certificate (if available)

Attach the above copies as **one file in pdf file format**.

**E-mail Address:**

[civilstatusregistry@gmail.com](mailto:civilstatusregistry@gmail.com)

**In Subject Line of E-mail enter:**

Request for a Saint Lucia Birth Certificate

**Body of E-mail:**

Dear Registrar,

I would like to apply for a birth certificate with my name on it.

See the attached documents and my information below:

**My Information**

Christian Name(s):

Surname:

Date of Birth: DD MM YYYY

**Mother's Name**

Christian Name(s):

Surname:

**Father's Name**

Christian Name(s):

Surname:



CONSULATE GENERAL OF SAINT LUCIA

60 St. Clair Avenue East, Suite 909, Toronto, ON M4T 1N5  
Tel: 416 203 8400 Fax: 416 203 8486 E-mail: [info@stluciaconsulate.ca](mailto:info@stluciaconsulate.ca)

APPLYING FOR A BIRTH CERTIFICATE FROM SAINT LUCIA

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**District Your Birth was registered in:**

**Name of Authorized Person (in Saint Lucia) that you will be giving the authority to apply for you:**

Christian Name(s):

Surname:

Relationship:

Contact Tel #:

Thank you.

Yours faithfully,

John Joseph Doe

<-- Enter your name here

E-mail:

<-- Enter your e-mail address here

Tel No: XXX YYY YYYY

<-- Enter your contact cellular telephone number

NOTE: The Registry of Civil Status will use the information you provide to locate your records and advise your authorized person of what form(s)/document(s) or information you require to obtain your birth certificate. You are responsible for liaising with your authorized person to determine what forms and processing fees you will need to submit to the Registry. Please submit these through your authorized person ONLY to the Registry's address below.

The Registrar

Registry of Civil Status

Brazil Street

Castries Saint Lucia

Telephone: 758 468 3195

E-mail: [civilstatusregistry@gmail.com](mailto:civilstatusregistry@gmail.com)

