



Somerset Registration Service Registration of Death

01823 282251

<https://www.somerset.gov.uk/births-ceremonies-and-deaths/>

How to Register a Death in Somerset

The death should usually be registered within 5 days. You will be handed a Medical Certificate of Cause of Death in a sealed envelope completed by the doctor, unless it has been necessary to undertake a post mortem and involve the coroner. You must then take the confidential envelope to the Registration Office. All offices operate an appointment system, you can book an appointment online or telephone to book.

If the coroner has been involved, please contact the Register Office to ensure the Registration Officer has the necessary documents.

Who may register the death

A relative, or if there are no relatives, the person responsible for making the funeral arrangements.

Information you will need to provide

1. Full name of the deceased, including the maiden surname of a married woman.
2. Marital status.
3. Date and place of birth. If born outside the UK then just the country of birth.
4. Last occupation and if married or widowed, name and last occupation of spouse.
5. The date of birth of surviving husband wife or civil partner.
6. Whether the person was receiving a pension from any government department apart from the state pension.
7. The deceased person's medical card or NHS number if available.

Following Registration of a death

Tell us Once

Free, simple and sensitive, the Tell Us Once service can securely pass information about a death directly to other public sector organisations. Please visit <https://www.somerset.gov.uk/births-ceremonies-and-deaths/tell-us-once/> for more information

You will be given the following documents

Green Form

This should be passed to your undertaker to enable the funeral arrangements.

Death Certificates

You will be able to buy as many copies of the death certificate as you need. Each certificate will cost £11.

The number of certificates you need to buy will depend on the number of organisations that need to be informed about the death. Banks, building societies, pension and life insurance companies will all usually ask to see a death certificate.

White Form BD8

If the Tell us Once service is used following the registration it will not be necessary to complete this form, however if you choose not to use Tell us Once you can notify the Department for Works and Pensions directly, the simplest way is to phone them using the number stated on this form. This will enable the DWP to determine whether any pensions payments, allowances or widows pension are due.

Probate

If you have decided not to employ a legal advisor you may need to establish if probate is required. Please visit <https://www.gov.uk/wills-probate-inheritance> for more information