1. Multilingual Standard Form (MSF) Background

On 6 July 2016, the European Parliament adopted Regulation (EU) 2016/1191 on promoting the free movement of citizens by simplifying the requirements for presenting certain public documents in the European Union. To comply with European Union legal requirements, the UK as an EU Member State is required to produce and offer customers a new product: a Multilingual Standard Form (MSF). The Registrar General for England and Wales has the authority to provide an MSF that corresponds to a civil registration record held or issued by him and also for Certificates of No Impediments (CONI’s) (issued by a Superintendent Registrar employed by local authorities) for a fee.

The MSF will translate specified fields from a civil registration certificate into the official language of the desired EU Member country e.g. birth certificate translated in to German if required by a customer.

2. Purpose

This form will translate specified fields from your certificate of a civil registration record held or issued by the Registrar General for England & Wales and for Certificates of No Impediments (CONI’s) (issued by a Superintendent Registrar employed by local authorities) into the official EU language that you require.

3. Benefit

The MSF replaces the requirement for a certified translation if it meets the requirements of the EU Member State.

4. Availability

The General Register Office will provide MSFs for the following certificates of records held or issued on behalf of the Registrar General for England & Wales as detailed below:

- birth certificates
- marriage certificates
- civil partnership certificates
- certificates of entries in the Adopted Children’s Register
- certificates of entries in the Parental Order Register
- certificates of entries in the Gender Recognition Register
- death certificate (including presumption of death)
- certificate of no impediment (CONI)
- marine birth and death certificates
- aircraft birth and deaths certificates
- British Forces birth, death, marriage and civil partnership certificates
5. How to apply

For MSF and certificate applications, you can apply online via our ordering service, as outlined on “How to get started ordering online”.

You cannot order the following MSF’s online:

- A certificate from the Parental Order Register
- A certificate from the Gender Recognition Register
- A presumed death certificate
- A certificate of no impediment

If you require an MSF for any of the above certificates or are unable to use the online ordering service, please contact us on +44(0) 300 123 1837 for further information.

6. Cost

In line with certificate fees an MSF and a certificate will cost you £22.00. This cost is made up of £11 for the certificate and £11 for the MSF. There are also additional administration fees that could apply depending on how an application for a MSF is made and what information is provided.

7. Process Time

All orders will take 15 working days to process. The first working day is when all appropriate documents have been received by the General Register Office.

8. Q&A

Q1. If I don’t have the GRO index reference number what will happen?
If you do not provide the GRO index reference with your certificate and MSF application an additional search fee of £3.00 will be payable for each record that requires GRO to index on your behalf.

Q2. What information do I need to apply online?
To apply online you will need details from within the civil registration record or a GRO index reference number. You will be prompted to supply further details for more recent births and deaths (within the last 50 years) as you complete the online application form.

If you are unable to complete the mandatory fields, then you will not be able to apply online. Please contact us on +44(0) 300 123 1837 for further information.

Q3. What is a Certificate of No Impediment (CONI)?
If you are a UK national getting married or entering into a civil partnership outside the UK, you may be asked to provide a CONI. A CONI states that there are no known impediments for a person to get married or enter into a civil partnership. If you require a CONI MSF, please contact us on +44(0) 300 123 1837 for further information.
Q4. What supporting documentation do I need to supply when ordering a Certificate of No Impediment (CONI) Multilingual Standard Form (MSF)?
If you require a CONI MSF, you will need to follow our telephone ordering process. Please contact us on +44(0) 300 123 1837 for further information.

Q5. How much will a Certificate of No Impediment (CONI) MSF cost me?
In line with new fees an MSF for a CONI will cost you £11.00.

Q6. What information will I see on an MSF?
In line with the regulation, the MSF will display translations of the specified fields within the relevant civil registration certificate or CONI.

Q7. Is there an alternative route if I cannot apply online?
Customer orders and associated payments can be placed over the phone in certain circumstances. For further information please contact us on +44(0) 300 123 1837.

Q8. How do I order a certificate and Multilingual Standard Form (MSF) for recent events e.g. Marriage or Birth?
Applications for certificates and MSFs of events registered within the last 6 months (for marriages this period is extended to 18 months) cannot be made via this site. Please contact us on +44(0) 300 123 1837 for further information.

Q9. What will the Multilingual Standard Form (MSF) look like?
The MSF will be printed on a standard sheet of A4 white paper, with no watermark or Authority seal or stamp attached and will include a subset of data relating to the certificate it is provided for. The form will have no standalone evidential value.