

How to obtain an official extract from the 1939 National Identity Register

1 Background

In 1939, the National Registration Act ordered a register of everybody living in the UK - for the purpose of issuing identity cards, ration books and call-up papers. The register has been kept secret because the 1939 Act prohibited publication of the information but under the Freedom of Information (Scotland) Act 2002 that restriction has been reviewed and details about people who have since died are now being made available. The Register records personal information of great interest to family historians - name, address in 1939, marital status, age and occupation.

Please note that the layout of formal extracts from the 1939 National Identity Register is covered by Crown Copyright and cannot therefore be reproduced without specific permission from NRS. Should you wish to reproduce the extract in any format including on the Web, in films and in print then please write to the address below, seeking permission.

National Records of Scotland
Extract Services
New Register House
3 West Register Street
Edinburgh
EH1 3YT

2 How do I apply for an official extract from the register?

Information Required – Surname, Forename(s), Date of Death and Date of Birth (if known) of the person who is the subject of the enquiry. **If the death was registered out with Scotland you must also provide us with a copy of the individual's death certificate to enable us to process your application**

Method of Request	Cost (excluding postage)	Target From date of order	Search Fee (if entry not found)
POST - Form NR1	£15	Issue within 15 working days	£5

Completed applications should be sent to the address above together with payment, including postage, and a copy of the death certificate (where required).

3 Payment

We accept payment by Debit/Credit card, Sterling cheque and British postal order.

Payments by sterling cheque/British postal order should be crossed, and made payable to the 'Scottish Government'. If, when paying by cheque or postal order, we will refund, by cheque, any excess funds remitted over £4 (£5 for international orders). We will not automatically refund monies below these amounts. For security reasons, do not send credit/debit card details by email, and do not send us cash by post.

Payments made by credit/debit card for products or PayPal must be made through ScotlandsPeople at the following link: www.scotlandspeople.gov.uk/pay-for-products

Select option, '**Certificate (Extract)**' or '**2nd+ Certificate (Extract)**' for multiple copies of the SAME extract

Select '**Add to Basket**' and follow the link to your shopping basket and place your order.

Send your completed form with your order number via email: records@nrscotland.gov.uk for processing.

4 Postage

All certificates are issued by 1st class UK mail, standard airmail or by the alternative UK mail delivery option selected by the customer. We do not have a collection service nor use couriers.

For more information on the latest postage prices offered, please refer to the ScotlandsPeople website page, **Ordering Certificates**.