

Emotional yet formal tone

Dear Registrar,

I, [Parent's Name], kindly request that you allow my parent, [Grandparent's Full Name], to collect the birth certificate of my child, [Child's Full Name], born on [Date of Birth].

I am currently recovering from childbirth and unable to attend in person. I trust my parent to act responsibly on my behalf.

Thank you for your understanding and assistance.

With gratitude,

[Your Full Name]

[Date]

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