Application by the Mother and/or Father for the Re-registration of their Child’s Birth

What is Re-registration?

- Adding the natural father’s details to a new record of your child’s birth, where:
  - your child was born in England or Wales
  - the mother and the father were not married to each other at the date of the child’s birth and since that
date you have not married each other
  - the existing record does not show any father’s particulars.

The new record is made at the register office for the district where your child was born (usually
the register office which issued the original birth certificate), where one of the following
circumstances can be met:

- the mother and the natural father give joint information for the new entry
- the mother or the natural father give sole information for the new entry having produced either:
  - a declaration of acknowledgement of parentage* made by the other parent,
  - a court order** identifying the father made under:
    (i) Section 4 of the Affiliation Proceedings Act 1957
    (ii) Section 9 of the Guardianship of Minors Act 1971
    (iii) Section 11b of the Guardianship of Minors Act 1971
    (iv) Section 4 of the Family Law Reform Act 1987
    (v) Section 4 of the Children Act 1989
    (vi) Paragraph 1 of schedule 1 of the Children Act 1989

Note:
* A form for making a declaration is available from your local register office or the General Register
Office at the address below.
** Provisional and interim orders may not be acceptable.

The new record is made on the personal attendance of the mother and/or the father, either at the
register office for the district where your child was born, or by the mother and/or the father attending
before a registrar for some other district in England and Wales and making a declaration of the
particulars to be registered.

The new record is made on the authority of the Registrar General, which may be granted by the
registrar for the district in which the child was born; otherwise your application will be referred
to the General Register Office at the address below.

The new record replaces the original record and future birth certificates are issued from the new record.

How do I/we apply for the re-registration?

- Please complete Sections 1 to 7 overleaf.
- If the mother and the natural father wish to give joint information for the re-registration you will need to
contact the registrar of births and deaths for the district where your child was born (or if you prefer some
other registrar in England and Wales) who will arrange to see you both together. The registrar will need to
see the completed form and a certificate of your child’s birth.
- If you apply on your own, you should send the completed form with a certificate of your child’s birth and the
declaration of acknowledgement of parentage, court order(s), or parental responsibility agreement to:
  GRO Casework Team, PO Box 476, Southport PR8 2WJ.
- Please also see “Your Queries Answered” at the back of this form.
## Parents to complete sections 1-7

### Section 1 – Child’s details

| **Surname by which you wish the child now to be known** (This cannot always be changed) |
| If the child is 16 years of age or over, his or her written consent must be obtained before the surname can be changed |

| **Full Forename(s) of Child** |
| **Date of Birth** |
| **Place of Birth** (Full address of the hospital or house where child was born) |

### Section 2 – Natural father’s details

| **Surname** |
| **Full Forename(s)** |
| **Present Address** |
| **Telephone Number(s)** |
| **Postcode** |

### Section 3 – Mother’s details

| **Surname** |
| **Full Forename(s)** |
| **Present Address** |
| **Telephone Number(s)** |
| **Postcode** |

### Section 4 – Court decisions

| **Has any court order been made saying who is the child’s father?** |
| **Has the child been adopted?** |
| **Is the child a ward of court or in the care of local authority or guardian?** |
| **Has any Court Order been made which does not allow a change to the child’s surname?** |

### Section 5 – Who will attend and at which Register Office?

| **Please say whether:** |
| **Tick one box** |
| a) Both parents will go to the register office together* |
| b) The Mother will go on her own and produce a Declaration made by the Father* |
| c) The Mother will go on her own and produce a Court Order |
| d) The Mother will go on her own and produce a Parental Responsibility Agreement |
| e) The Father will go on his own and produce a Declaration made by the Mother* |
| f) The Father will go on his own and produce a Court Order |
| g) The father will go on his own and produce a Parental Responsibility Agreement |

### Section 6 – Declaration by the mother

| **This declaration must be completed by the child’s mother.** |
| **No person can sign on her behalf.** |
| I have read the warning below and I do solemnly declare that the man named in Section 2 is the actual (that is natural) father of the child and all the details recorded in the form are accurate to the best of my knowledge and belief. |

| **Signature** |
| **Date** |
| Please sign in the surname you use now |

### Section 7 – Declaration by the actual father (if available)

| **This declaration must be completed by the child’s actual, that is natural, father.** |
| **No person can sign on his behalf.** |
| I have read the warning below and I do solemnly declare that I am the natural father of the child whose details are given in Section 1 and all the details recorded in the form are accurate to the best of my knowledge and belief. |

| **Signature** |
| **Date** |

### Warning:

Any person who deliberately gives false information for the registration of a birth may be prosecuted.
## Section 1 – Child’s details

- **Child’s Surname as originally registered**
- **Surname by which you wish the child now to be known** (This cannot always be changed)
  - If the child is 16 years of age or over, his or her written consent must be obtained before the surname can be changed.
  - **Full Forename(s) of Child**
  - **Place of Birth** (Full address of the hospital or house where child was born)
  - **Date of Birth**
    - **Day**
    - **Month**
    - **Year**

## Section 2 – Natural father’s details

- **Surname**
- **Full Forename(s)**
- **Present Address**
  - **Telephone Number(s)**
    - **Home:** ............................................................
    - **Mobile:** ............................................................
  - **Postcode**

## Section 3 – Mother’s details

- **Surname**
- **Full Forename(s)**
- **Present Address**
  - **Telephone Number(s)**
    - **Home:** ............................................................
    - **Mobile:** ............................................................
  - **Postcode**
- **Are you or have you ever been married to the child’s father?** Yes  No
- **If yes please give the date and place of marriage:**
  - **Date:** ............................................................
  - **Place:** ............................................................

## Section 4 – Court decisions

- **Has any court order been made saying who is the child’s father?** Yes  No
- **Has the child been adopted?** Yes  No
- **Is the child a ward of court or in the care of local authority or guardian?** Yes  No
- **Has any Court Order been made which does not allow a change to the child’s surname?** Yes  No
- **Please tick Yes or No to each question**

* Section 5 (a), (b) and (e) Parental responsibility is acquired by the mother and, where he is married to the mother, the father. An unmarried father will acquire parental responsibility if both parents act together to register or re-register a birth to include the father’s details. Once parental responsibility is acquired only a court can remove it. If you require further information you may wish to contact Parentline Plus on 0808 800 2222 or seek legal advice.

## Section 5 – Who will attend and at which Register Office?

- **Please say whether:**
  - a) Both parents will go to the register office together*
  - b) The Mother will go on her own and produce a Declaration made by the Father*
  - c) The Mother will go on her own and produce a Court Order
  - d) The Mother will go on her own and produce a Parental Responsibility Agreement
  - e) The Father will go on his own and produce a Declaration made by the Mother*
  - f) The Father will go on his own and produce a Court Order
  - g) The father will go on his own and produce a Parental Responsibility Agreement

- **At which Register Office in England or Wales will you attend?** ............................................................

* Section 5 (a), (b) and (e)

## Section 6 – Declaration by the mother

- **This declaration must be completed by the child’s mother.**
- **No person can sign on her behalf.**

  I have read the warning below and I do solemnly declare that the man named in Section 2 is the actual (that is natural) father of the child and all the details recorded in the form are accurate to the best of my knowledge and belief.

  **Signature:** ............................................................  **Date:** ............................................................

  Please sign in the surname you use now.

## Section 7 – Declaration by the actual father (if available)

- **This declaration must be completed by the child’s actual, that is natural, father.**
- **No person can sign on his behalf.**

  I have read the warning below and I do solemnly declare that I am the natural father of the child whose details are given in Section 1 and all the details recorded in the form are accurate to the best of my knowledge and belief.

  **Signature:** ............................................................  **Date:** ............................................................

* Warning:

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