

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 Parental Responsibility Agreement made by both parents under section 4 of the Children Act 1989,
 - or
 - 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

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			
Date of Birth			Place of Birth (Full address of the hospital or house where child was born)
Day	Month	Year	

Section 2 - Natural father's details

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

Section 3 - Mother's details

Surname	
Full Forename(s)	
Present Address	Telephone Number(s)
	Home:
Postcode	Mobile:
Are you or have you ever been married to the child's father? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes please give the date and place of marriage: Date Place	
Are you still married to the child's father? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Section 4 – Court decisions

	Yes*	No
Has any court order been made saying who is the child’s father?	<input type="checkbox"/>	<input type="checkbox"/>
Has the child been adopted?	<input type="checkbox"/>	<input type="checkbox"/>
Is the child a ward of court or in the care of local authority or guardian?	<input type="checkbox"/>	<input type="checkbox"/>
Has any Court Order been made which does not allow a change to the child’s surname?	<input type="checkbox"/>	<input type="checkbox"/>
Please tick Yes or No to each question		
* If you tick Yes to any of the questions, the Court Order(s) should be sent with this application		

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

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

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* 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.

Each parent to complete the appropriate Declaration

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.

Your Queries Answered

- **Who should ask for the Re-registration?**

The form should be filled in and signed by the child's mother and/or the child's natural father.

- **Can I change my child's name?**

If you have evidence that your child has used new forenames within 12 months of the original birth registration, then it may be possible to record the forenames. You may be able to change your child's surname in some circumstances.

Ask the registrar to explain or telephone the General Register Office on 0300 123 1837.

- **If we, the child's natural parents have married each other since the birth can we still apply?**

Yes, but you should not use this form.

You should ask your local register office for a Form LA1.

- **Is there anything to pay?**

There is no charge for the re-registration of the birth, but the usual fee will be charged for any certificates issued.

- **Any special problems?**

If, for example, neither parent is able to fill in this form and another person is giving the information or if a Declaration of Parentage has been obtained from a Magistrates' Court, a County Court or the High Court please contact the General Register Office.

Any further questions please contact us:

- by post:

**GRO Casework Team, PO Box 476,
Southport, PR8 2WJ.**

- by telephone:

0300 123 1837

Mon - Fri 9:00 - 17:00

This form is produced on behalf of the Registrar General.

The information contained in it is based on the Births and Deaths Registration Act 1953 but is not a full statement of the law.

General Register Office is part of the Identity and Passport Service