

## OTHER USEFUL INFORMATION

### Registering for Gibraltarian Status

Your child may be entitled to be registered as a Gibraltarian. More information about this will be provided when you register the birth.

### Passports

If you are going to apply for a passport for your child, you will also need to bring with you:

- the birth certificates of both parents;
- your marriage certificate (if applicable); and
- two photos of your child.

Please note that the passport application form needs to be countersigned by someone who is British, can confirm your identity and has known you for at least 2 years. We would recommend that you download the application form from our website and bring it already filled in. Alternatively, you can collect one from our office when you register your child's birth.

The passport costs £25.00 and will normally be ready to collect 2 weeks after application.

### Identity Cards

If you are going to apply for an Identity Card you will need to bring:

- Your marriage certificate (if applicable); and
- Two photos of your child

The ID card costs £5.00 and is usually ready in 3 working days.

### Website Forms -

Birth Registration Form:

[https://www.gibraltar.gov.gi/images/stories/PDF/csro/births\\_and\\_deaths/birth\\_registration\\_form.pdf](https://www.gibraltar.gov.gi/images/stories/PDF/csro/births_and_deaths/birth_registration_form.pdf)

Passport Application Form:

[https://www.gibraltar.gov.gi/images/stories/PDF/csro/passport\\_under\\_16\\_FORM\\_32.pdf](https://www.gibraltar.gov.gi/images/stories/PDF/csro/passport_under_16_FORM_32.pdf)

ID Card Application Form:

[https://www.gibraltar.gov.gi/images/stories/PDF/csro/id\\_cards\\_and\\_civilian\\_registration\\_cards/ID\\_card\\_application\\_form.pdf](https://www.gibraltar.gov.gi/images/stories/PDF/csro/id_cards_and_civilian_registration_cards/ID_card_application_form.pdf)

---

### Civil Status and Registration Office

Joshua Hassan House  
3 Secretary's Lane  
Gibraltar

Telephone: 200 76945  
E-mail: [bdm.registry@gibraltar.gov.gi](mailto:bdm.registry@gibraltar.gov.gi)

# Registering your child's Birth



Helpful notes for  
completing your  
registration correctly

## Get it right

- You must register your child within 21 days of the day of birth.

*S.10(2) of the Births and Deaths Registration Act*

### Can I register my child if he was born outside Gibraltar?

No, only children born in Gibraltar can be registered.

### My child was born in Gibraltar but I live abroad, do I need to register my child's birth?

Yes, every birth in Gibraltar has to be registered by law, even if the parents do not normally live in Gibraltar.

### My child was stillborn, do I need to register him?

Yes, but only if the child was stillborn after the 24th week of the pregnancy.

### Do I have to fill in any forms?

Yes, you will need to fill in a birth registration forms which can be either:

Collected from our office at Joshua Hassan House;

From the Maternity Ward at St Bernard's Hospital; or

Downloaded from our website:

[www.gibraltar.gov.gi/births-and-deaths](http://www.gibraltar.gov.gi/births-and-deaths)

### Where do I need to go to register my child?

Our Registry Office is at:-

Joshua Hassan House

3 Secretary's Lane

### Who can register the birth?

If the parents are married, either the mother or father can register the birth on their own.

If the parents are not married, both parents have to register the birth together.

More detailed information can be obtained by contacting our office. Our contact details are at the back of this leaflet.

### How much do the Certificates cost?

If you order the certificate within 7 days of registering, they will cost £3.50. If you order them at any other time then they will cost £7.00.

### How long does the Certificate take?

If you request the certificate at the time of registration, it will be done immediately, otherwise they usually take one week to be ready

### Can someone else collect the certificate for me?

Yes, as long as they bring with them the receipt that you were given when you ordered it.

### What do I need to do to register my child's birth ?

1. Download or collect the form and fill it in.
2. Call our office on telephone 20076945 and get an appointment for the registration (this will avoid you having to queue up unnecessarily).
3. On the day and time of your appointment come to our office and bring with you the following documents -
  - The completed registration form;
  - A valid form of photo ID (e.g. passport, ID Card or Drivers License etc); and
  - If the parents are married, their marriage certificate.