



Register a birth

To register a birth, you need to book an appointment to go to a civil registration service.

You can book an appointment online or by phone. Walk-ins are available in some offices at certain times.

It's free to register a birth.

To avoid delays, bring all the documents you need to your appointment. Without them, we will not be able to register the birth.

 **Find a civil registration service** (Link: <https://www2.hse.ie/services/births-deaths-and-marriages/find-a-civil-registration-service/>)

Documents to bring to your appointment

Birth registration form

You must bring a completed birth registration form to your appointment.

If you are registering more than 1 birth, complete a separate form for each baby. For example, twins or triplets. Include on the form which baby was born first, second or third.

▼ If you had a home birth

If you had a home birth with a healthcare professional, they should have given you a signed birth notification form. It must include their registration and PIN. This is a different form to the birth registration form. Bring both forms with you to your appointment.

If your child is born in a hospital, the staff will send your baby's birth notification form directly to the civil registration service. This means you don't need to bring the birth notification form to your appointment. You just need to bring a completed birth registration form.

Download a birth registration form (PDF, 2 pages, 572KB) (Link: /documents/146/birth-registration-application-form-march-2023_1.pdf)

Photo ID

Bring one of these forms of photo ID:

- passport
- driver's licence
- refugee asylum card
- national ID card from a country where it is an accepted form of travel document or a public services card

Marriage certificate - if the marriage was outside Ireland

If the marriage was outside the Republic of Ireland, bring your original marriage certificate.

If it is not in English or Irish, a translation must be from a certified translation service.

We can accept the multilingual form (a form in English and another language) available from most embassies or registration services.

Who can register a birth

Usually a parent or both parents register a birth.

There are some differences on what you need to do depending on your situation.

[Married parents](#)

If both parents are married to each other and the marriage took place in Ireland, either parent can register the birth. Only 1 signature is needed.

If the marriage was outside of Ireland, bring your original marriage certificate. If it is not in English or Irish, a translation can be used but it must be from a certified translation service. We can accept the multilingual form (a form in English and another language) available from most embassies or registration services.

[Unmarried parents](#)

If you are not married, both parents must attend the birth registration appointment.

You both need to bring valid photo ID and sign the birth registration form.

If both parents cannot do this, phone the civil registration service for advice.

[Parents who get married after birth](#)

Parents who marry after their child is born should re-register the birth. You will have to contact the civil registration service for a birth re-registration. You can do this even if you recorded the father's details when you first registered the birth.

[Donor-conceived children](#)

Find out how to register or re-register the birth of a donor-conceived child on gov.ie (Link: <https://www.gov.ie/en/service/64a092-registering-a-birth/#how-to-register-the-birth-of-a-donor-conceived-child>)

[Divorced parents](#)

If the parents of the child are divorced or legally separated from each other, phone the civil registration service for advice.

If the mother has been previously married, phone the civil registration service to book an appointment.

[More than one birth](#)

If you need to register more than 1 birth, phone the civil registration service for advice.

[If you are not a parent](#)

If you need to register a birth but you are not a parent of the child, phone the civil registration service for advice.

[Stillbirth](#)

If you need to register a stillbirth, phone the civil registration service for advice.

Read about support you can get after a stillbirth (Link: <https://www2.hse.ie/conditions/stillbirth/recovery/>)

When to register a birth

You should wait 3 weeks after the birth before booking an appointment to register the birth.

You must register a birth within 12 months. If you need to register a birth after 12 months, phone the civil registration service for advice.

Your baby's surname

The surname of a baby registered to married parents cannot usually be changed.

Contact a civil registration service if you want to give your baby a surname that is different to either parents' surnames.

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