

# REPORT OF A CHILD BORN ABROAD

**Type or print in ink**  
**ERASURES, CROSS-OUTS OR ANY OTHER ALTERATIONS ARE UNACCEPTABLE.**

This form is to be used to report the birth of a child born to Pennsylvania residents where the birth occurred outside of the United States. Once this report has been accepted by the Department of Health, you will be informed so that you can submit an Application for a Birth Certificate.

## PART 1: CONTACT INFORMATION

- I am the parent and am filing this report for my child who is younger than 18 years of age.
- I am the individual listed on the record and am 18 years of age or older.
- I am filing this report on behalf of the individual or the parent due to the following reason: \_\_\_\_\_.  
My relationship to the individual is: \_\_\_\_\_.

My current legal name: \_\_\_\_\_  
(First) (Middle) (Last) (Suffix)

Street: \_\_\_\_\_ Email address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_ Daytime phone: \_\_\_\_\_

## PART 2: INFORMATION FOR REPORT OF CHILD BORN ABROAD

<b>NAME AT BIRTH</b> _____ (First) (Middle) (Last) (Suffix)	<b>DATE OF BIRTH</b> _____
<b>PLACE OF BIRTH</b> _____ (City/borough/township) (Country)	<b>SEX</b> <input type="checkbox"/> Male <input type="checkbox"/> Female
<b>PARENT'S INFORMATION</b> <input type="checkbox"/> Mother <input type="checkbox"/> Father _____ (First name) (Middle name) (Last name prior to first marriage) (Current last name) (Suffix) <input type="checkbox"/> Parent _____ (Place of birth – state or foreign country) (Date of birth) (Social Security number) <input type="checkbox"/> No SSN	
<b>PARENT'S INFORMATION</b> <input type="checkbox"/> Mother <input type="checkbox"/> Father _____ (First name) (Middle name) (Last name prior to first marriage) (Current last name) (Suffix) <input type="checkbox"/> Parent _____ (Place of birth – state or foreign country) (Date of birth) (Social Security number) <input type="checkbox"/> No SSN	

## PART 3: DOCUMENTARY EVIDENCE

**Proof of child's birth—Submit a certified copy of one of the following:**

- Consular Report of Birth (Form FS-240 or Form FS-545)
- Consular Report of Birth Abroad of a Citizen of the United States of America (Form DS-1350)
- Birth certificate issued by the foreign country (along with an official translation to English if provided in another language) and a copy of one of the following:
- The child's United States passport
  - Certificate of Citizenship (Form N-560)

**Proof of parent(s)' Pennsylvania residency at time of child's birth — Submit a copy of one of the following:**

- Pennsylvania driver's license
- Pennsylvania government-issued identification
- Another document such as a utility bill, bank statement, insurance card or pay statement that verifies your residency address
- Other (specify): \_\_\_\_\_

**Proof of parent(s)' United States Citizenship at the time of child's birth — Select one of the following and provide any referenced document:**

- A parent was born in Pennsylvania. Enter the name of the parent: \_\_\_\_\_
- A parent was born in another state or territory of the United States. Provide a copy of the parent's birth certificate.
- A copy of a parent's United States passport
- A copy of a parent's United States Certificate of Naturalization or Certificate of Citizenship

## PART 4: SIGNATURES AND NOTARIZED STATEMENT

To complete the application process, **please sign this form in front of a notary public.**

This form must be signed by the following:

- If a parent is filing this report for a child (as listed under Part 1), then the following individual(s) must sign:
  - All parents listed on the Report of a Child Born Abroad
  - If one parent has sole (exclusive physical and legal) custody of the minor child, then only that parent must sign. The following documents must also be provided:
    - A copy of the court order establishing sole custody; and
    - Documentary evidence that conclusively establishes parentage of the child
  - If one parent is deceased, then the surviving parent must sign. The following documents must also be provided:
    - A death certificate for the deceased parent; and
    - Documentary evidence that conclusively establishes parentage of the child
- If the individual is reporting his own birth (as listed under Part 1), then that individual must sign.
- If another individual is filing this report, then that individual must sign.

I certify that the facts concerning the birth set forth upon this Report of Child Born Abroad are true and correct and that this birth has not been registered or otherwise acted upon by any other state or territory in the United States.

Subscribed and sworn to or affirmed before me

\_\_\_\_\_  
(Signature of individual listed in Part 1)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of notary)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of second parent, if applicable)

\_\_\_\_\_  
(Date)

SEAL

**MAIL THIS NOTARIZED REPORT AND SUPPORTING DOCUMENTARY EVIDENCE TO:**

Pa. Department of Health  
Bureau of Health Statistics and Registries  
ATTN: Birth Registry  
555 Walnut St., 6th Floor  
Harrisburg, PA 17101-1934

### IMPORTANT NOTICE

To receive a birth certificate, please submit an "Application for a Birth Certificate" after we inform you that this Report of Child Born Abroad has been approved.