



# BIRTH REGISTRATION



## DO YOU HAVE REQUIRED VALID IDENTIFICATION?

- **Original Birth Certificate** with parental information **OR** a **Notarized** copy with stamp/seal
- **Acceptable Parent/Legal Guardian's VALID Photo ID:** Provincial ID, Provincial Driver's Licence, Provincial Health Card, or Canadian Passport. **X Expired ID's or Photocopies of ID's are NOT accepted.**
- **Ages 16+,** must apply on their own; **Ages 15 & under or dependent adult,** parent/legal guardian must apply



## WHAT IS REQUIRED FOR BIRTH REGISTRATION?

- Completed Birth Registration Application
- Copy of parent/legal guardian's **VALID** photo ID (front and back / verified by IRA or Guarantor)
- Photo: provide two (2) passport style photos, reverse of one photo signed by I.R.A or guarantor
- Guarantor Declaration **IF** application is NOT completed by I.R.A
- Copy of any other required supporting documents



## PROCESSING TIME

- **Expected wait time:** After an I.R.A completes an application, it is checked for accuracy, then depending if its a standard or complex application is where it's mailed to. Processing time is approximately 6 months to 2 years depending if application is standard or complex. (Be prepared to not have your original Birth Document for up to 2 months)



## CHANGES TO YOUR INFORMATION WHILE APPLICATION IS BEING PROCESSED?

Have you moved or had changes to your information while your Birth Registration Application is being processed? Want to know the progress on your application? Contact the National Band Lists Program (with your application date) during Service hours: Monday to Friday from 9 am to 6 pm **Eastern time.**

- via phone: **+1 (800) 567-9604**
- or email to **infopubs@sac-isc.gc.ca** (most effective)