



PLEASE READ THIS SHEET BEFORE COMPLETING THE APPLICATION

- **AT LEAST ONE OF THE PARENTS MUST BE MEXICAN.**
- ALL COPIES ARE ON LETTER SIZE SHEETS OF PAPER AND **ONLY ONE DOCUMENT PER SHEET IS ACCEPTED.**
- COPIES MUST BE COMPLETE AND LEGIBLE.
- IF THE IDENTIFICATION OR DOCUMENT HAS INFORMATION ON THE BACK, IT IS NECESSARY TO MAKE COPIES OF BOTH SIDES **ON THE SAME SHEET.**
- IT IS IMPORTANT TO VERIFY THAT THE CERTIFICATE OF THE PERSON TO REGISTER (MINOR OR ADULT) CONTAINS THE NAMES OF THE PARENTS CORRECTLY WRITTEN.
- THE IDENTIFICATIONS OF THE PARENTS MUST CONTAIN THE NAMES AS THEY APPEAR ON THE BIRTH CERTIFICATES OF EACH OF THEM.
- IF THE CERTIFICATE OF THE PERSON TO BE REGISTERED (MINOR OR ADULT) DOES NOT HAVE INFORMATION ON THE TIME OF BIRTH, A DOCUMENT FROM THE HOSPITAL SHOULD BE ATTACHED WHERE IT INDICATES IT.
- **COMPLETE ADDRESSES** MUST BE RECORDED ON THE REGISTRATION FORM.

REQUIREMENTS FOR BIRTH REGISTRATION

1. FILL OUT AN APPLICATION FOR EACH PERSON TO REGISTER (MINOR OR ADULT).
2. ATTACH TO EACH APPLICATION **TWO PHOTOCOPIES OF THE US BIRTH CERTIFICATE** OF THE PERSON TO BE REGISTERED (MINOR OR ADULT) IN GOOD CONDITION.
3. **TWO PHOTOCOPIES OF AN OFFICIAL IDENTIFICATION** OF THE PERSON TO REGISTER, SUCH AS AN OFFICIAL STATE IDENTIFICATION OR PASSPORT.
4. **FOR EACH PERSON TO REGISTER PRESENT:**
 - **TWO COPIES** OF THE MARRIAGE CERTIFICATE OF THE PARENTS, IF THEY ARE MARRIED.
 - **TWO COPIES** OF THE PARENTS' BIRTH CERTIFICATES.
 - **TWO COPIES** OF A VALID IDENTIFICATION (OFFICIAL AND CURRENT) OF THE PARENTS (MINORS OR UNMARRIED PARENTS).

***IT IS BETTER FOR THE MEXICAN**

PARENT/S TO BRING A VALID OFFICIAL MEXICAN ID.

5. TWO WITNESSES **OVER 18 YEARS OF AGE**, REGARDLESS OF NATIONALITY, WHO HAVE VALID IDENTIFICATION (OFFICIAL AND CURRENT). TWO COPIES OF EACH ID. THE WITNESSES CANNOT BE THE GRANDPARENTS. (PERSONEL FROM THE CONSULATE CAN ACT AS WITNESSES FOR THE REGISTER).

PROCESS

- **SEND APPLICATION AND DOCUMENTS SCANNED AS PDF. FORMAT TO: registrocivilkan@sre.gob.mx**
- **THE DOCUMENTS WILL BE REVIEWED TO DETERMINE IF THE REGISTER IS POSSIBLE OR IF IT IS NECESSARY TO MAKE CORRECTIONS.**
- **THE CONSULATE WILL GENERATE AN APPOINTMENT VIA E-MAIL. THIS APPOINTMENT WILL BE ISSUED DEPENDING ON THE ESTIMATED WAITING TIME FROM OUR WAITING LIST.**
- **BOTH PARENTS WITH THE CHILDREN TO BE REGISTERED AND THE WITNESSES MUST BE PRESENT AT THE APPOINTMENT AND THEY MUST BRING THE ORIGINAL DOCUMENTS OR THE REGISTRATION WILL NOT BE CARRIED OUT.**
- ON THE DAY OF THE APPOINTMENT YOU SHOULD STAY IN THE CONSULATE **APPROXIMATELY 2 HOURS**, PLEASE CONSIDER THIS.
- THE REGISTRATION PROOF WILL BE DELIVERED THAT SAME DAY. IF YOU WISH TO PURCHASE CERTIFIED COPIES, PLEASE BRING CASH, DEBIT OR CREDIT CARD.
- IF ALL THE DOCUMENTATION IS CORRECT, THE PERSON TO REGISTER (MINOR OR ADULT) WILL OBTAIN THEIR MEXICAN NATIONALITY THE SAME DAY OF THEIR APPOINTMENT.

COSTS

THE BIRTH REGISTRATION IS FREE AND THE FIRST CERTIFIED COPY IS FREE, EACH CERTIFIED COPY HAS A COST OF **\$19.00** USD.
FOR FURTHER QUESTIONS CALL: **(816) 556-0800 EXT. 741** OR EMAIL **REGISTROCIVILKAN@SRE.GOB.MX**

THIS APPLICATION IS FREE

DUAL CITIZENSHIP APPLICATION

FILL OUT THE ENTIRE APPLICATION. IF ANY PERSON HAS PASSED AWAY, WRITE "DECEASED" AFTER THE NAME.

PHONE NUMBER:		EMAIL:				DATE:						
PERSON TO REGISTER	NAME:											
	PLACE OF BIRTH:											
	TIME OF BIRTH:					DATE OF BIRTH:						
	PRESENTED:		ALIVE		DEAD		SEX:		MALE		FEMALE	
	APPEARED:		FATHER		MOTHER		BOTH		SOMEONE ELSE			
PARENTS	FATHER'S FULL NAME:					DATE OF BIRTH:						
	NATIONALITY:					OCCUPATION:						
	MOTHER'S FULL NAME:					DATE OF BIRTH:						
	NATIONALITY:					OCCUPATION:						
	ADDRESS:											
	CITY:			STATE:		ZIP CODE:			COUNTRY:			
GRANDPARENTS	PATERNAL GRANDFATHER:					NATIONALITY:						
	PATERNAL GRANDMOTHER:					NATIONALITY:						
	ADDRESS:					CITY:						
	MUNICIPALITY/COUNTY:			STATE:		ZIP CODE:		COUNTRY:				
	MATERNAL GRANDFATHER:					NATIONALITY:						
	MATERNAL GRANDMOTHER:					NATIONALITY:						
	ADDRESS:											
MUNICIPALITY/COUNTY:			STATE:		ZIP CODE:		COUNTRY:					
WITNESSES (2)	NAME:					PHONE:						
	ADDRESS:											
						DATE OF BIRTH						
	NATIONALITY:											
	NAME:					PHONE:						
	ADDRESS:											
					DATE OF BIRTH							
NATIONALITY:												
ADDITIONAL INFORMATION												
NUMBER OF PREGNANCY:		1	2	3	4	5	6	7	8	9	10	MAS
BIRTH:		SIMPLE	DUOBLE	TRIPLE	MORE							
MARITAL STATUS OF PARENTS:		MARRIED		DOMESTIC PARTNERSHIP			SEPARATED		DIVORCED		SINGLE	