



Birth Registration
DUAL CITIZENSHIP

Rec: _____
Rev: _____
Cap: _____

INSTRUCTIONS:

- 1. Please fill out the application completely in print.
2. Write the FULL NAME of both parents and grandparents exactly as they appear on the Birth Certificates, (whether Mexican or foreigners). For women, use maiden names, as they appear on the birth certificate. Abbreviations are not accepted.
3. If one or both parents or grandparents are deceased, please mark an "X" in the corresponding block.
4. Marital status, occupation and address fields must be current.
5. For "Persons attending", please mark with an "X" the person/s who are attending the day of the appointment for the registry (Second phase).

Registrant section: Name, Date of Birth, Time of Birth, Place of Birth, Presented: Alive/Dead, Sex: Male/Female, Birth: Single/Twin/Multiple, Registered in Mexico, Parents Marital Status, Persons attending.

Parents section: Father's name, Date of Birth, Age, Citizenship, Occupation, Alive status; Mother's name, Date of Birth, Age, Citizenship, Occupation, Alive status; Address.

Grandparents section: Grandfather (Father's side), Grandmother (Father's side), Grandfather (Mother's side), Grandmother (Mother's side) with name, citizenship, and address fields.

Witnesses section: Witness 1 and Witness 2, including Name, Date of Birth, Age, Citizenship, and Address.

Name of person submitting the application: _____

Cellular Phone : _____ Phone (other): _____

E-mail: _____

I declare under oath and that I have been perceived of the penalties incurred by people who attest falsely to an authority other than the judicial, according to the provisions of Article 247, Section I of the Federal Criminal Code, that the information stated in this application is correct and consistent with the documents annexed to it, and I am aware of all terms, conditions and deadlines this process conveys, so I have no doubt whatsoever and I agree with the terms.

Date of submission: _____ Signature of applicant: _____

Birth Registration

People born outside of Mexico, whose father and/or mother attest to have Mexican nationality, are entitled to be registered as Mexicans. After obtaining the Mexican birth certificate, they will acquire the rights that Mexican citizenship grants. It is important to mention that by obtaining the Mexican nationality, US citizenship is neither affected nor lost.

PROCEDURE:

Registration consists of three phases. **First Phase.** REVIEW: You can send scanned the Application form and the documents listed below to the e-mail rc@consulmexsd.org for its review. If you'd rather bring the documents personally, an appointment must be requested through **MEXITEL*** for one person to present the paperwork for its review. Once approved, this Consulate will send you a code for you to schedule an appointment at <https://rciv.youcanbook.me/> to carry out the birth registration. **Second Phase.** REGISTRATION: The registration will take place during the assigned appointment. The persons to attend are: the registrant (minor or adult), both parents, if applicable, and two witnesses. **Third Phase:** PICK UP: You may pick up the certified birth certificate copies which will be available 2-3 business days after the registration.

REQUIREMENTS:

1. **Application form** must be completed in full.
2. **US birth certificate of the applicant.** (Original and 2 letter size copies). If the birth certificate is issued outside the United States, it must be apostilled or legalized by the country where it was issued. (NO "abstracts" or short versions are accepted).
3. **Valid official identification of the applicant** with a recent photograph (original and 2 letter size copies). It must contain full name as it appears on the foreign birth certificate. If under 18: valid US passport; or California ID; or valid school ID with photo; or evidence of studies properly signed and sealed (or stamped across the photograph), with the name as it appears on the birth certificate. Children under 6 years old: Valid US passport, or California ID. Also, a Letter issued and signed by his/her pediatrician with child's name, parents' name, and time of being his/her doctor, which must contain recent photograph of the minor with the physician's signature or seal/stamp across the photograph (please be careful not to cover the face).
4. **Birth Certificate of both parents,** (Original and two letter sized copies). Both parents must prove their citizenship (Mexicans or foreigners), however in order to carry out the registration it is necessary that one proves Mexican nationality.
5. **Valid official identification with photo and signature of both parents,** (original and 2 letter size copies). Mexicans may submit Mexican passport or Matricula Consular, or Voting Card issued by the National Electoral Institute INE (formerly the Federal Electoral Institute IFE). If one parent is a foreigner, it is necessary to present his/her foreign passport (book type) or driver's license or ID issued by the Department of Motor Vehicles (DMV). **Important:** naturalized Mexican Americans (citizens) must present the Certificate of Naturalization; in the case of permanent residents, submit the appropriate card (original and 2 letter size copies). The identification must also contain the full name as it appears on the birth certificate.
6. **Marriage license of parents** (if applicable). (Original and 2 letter size copies). It is very important that the wedding took place at least 6 months before the birth of the registrant. In the event that it was held afterwards, the father must come to sign the record at the Consulate. If the father cannot attend the registration, he must submit a **Special** power of attorney issued by a Notary Public in Mexico, or Consulate of Mexico, by which the father acknowledges paternity and grants permission to be registered as a Mexican at this Consulate General. If the father died and the parents were not married 6 months before the birth of the person to register, birth registration cannot take place at the Consulate. In this case, one can apply for registration at any *Oficina de Registro Civil* in Mexico; such offices should be contacted for requirements. This process is called "Insertion of Foreign Birth Certificate"
7. **Valid official identification with photograph and signature of two witnesses** (regardless of nationality), over 18 years old, (2 letter size copies). The originals must be presented the day of the registration (Second phase). The parents of the registrant cannot be witnesses. If you do not have them, the Consulate can assist you.

IMPORTANT INFORMATION

- In case of death of either parent, the birth certificate and the respective death certificate must be presented.
- The registration is free of charge and includes the first certified copy of the Mexican birth certificate. If more certified copies are desired, the cost is US\$ 13.00 each. (We accept only cash).
- All applications are subject to the review of documents for approval. In some cases, additional documents may be requested.
- In case of errors or omissions in the documents submitted, the applicant must first request the correction/s to the proper authorities.
- All photocopies submitted must be legible. In the case of identifications, photo and signature must be clearly visible. Do not forget to photocopy both sides of the identification and documentation where appropriate.

***By appointment only:**

MEXITEL Tel.: 1 (877) 639 4835, or

Internet: <https://mexitel.sre.gob.mx> (Option: **REGISTRO CIVIL)**