

BIRTH REGISTRATION

All births in England, Wales and Northern Ireland must be registered within 42 days of the child being born.

You should do this at the local register office (<https://www.gov.uk/register-offices>) for the area where the baby was born or at the hospital before the mother leaves if the hospital has the provision to register the birth there.

If you can't register the birth in the area where the baby was born, you can go to another register office to make a birth declaration and they will send your details to the correct office where the registration will then be recorded in the correct register.

A birth registration can only be carried out by a qualified informant:

Information for registration is required to be given, in person, within 42 days of the birth and certain people have a legal responsibility to do this. In order of preference they are as follows:

- Mother of the child
- The father of the child where the child's parents were married to each other at the time of the birth or conception
- Where the child was conceived as a result of fertility treatment: the father if at the time of the treatment he was married to the child's mother, or the second female parent if at the time of the treatment she was married to/in a civil partnership with the child's mother
- The occupier of the house or establishment in which the birth took place
- A person present at the birth or
- The person in charge of the child

Where the father is not married to the child's mother at birth or conception his name and other particulars cannot be recorded in the register unless he attends with the mother to register (although he has no legal duty to do so).

There are certain circumstances where registrations can be carried to include the fathers' details e.g. by producing a court order; however this will need to be discussed with the registrar at time of making the appointment to register the birth.

Where the baby is born at University Hospital of Wales the birth registration should take place at the Cardiff Register Office.

The birth can be registered by declaration at either the Vale of Glamorgan Register Office in Barry or Penarth, however the record will not be held at these offices. The declaration will be sent to the Cardiff Register Office where it will be entered in to the birth register and any requests for copy birth certificates can be purchased.