

DEPARTMENT OF HEALTH

Rheynn Slaynt

Jane Crookall Maternity Unit

Noble's Hospital, Braddan



Birth Registration



Isle of Man
Government

Reilys Ellan Vannin

Birth Registration

This leaflet is issued to assist you when the time comes to register the birth of your baby. Please read it carefully and keep it for reference until the birth has been registered.

Must the birth be registered?

Yes. The birth of your baby must be registered within 42 days from the date of the birth. If your baby was born on the Isle of Man the birth details must be registered at the Civil Registry Office, Registries Building, Deemster's Walk, Bucks Road, Douglas. If you do not reside in the Douglas district you may, if you wish, attend at the office of your local registrar and give the particulars for the birth registration to the local registrar. The local registrar will send the particulars to the Civil Registry Office where the birth will be registered. The Douglas registrar will then send the baby's birth certificate, etc. to you at your home address.



A birth must always be entered into the register for the district in which the birth took place.

If you are married to the father of your baby, you or your husband should attend to register your baby. If you are not married to the father of your baby and the father's details are to be included on the birth entry then both parents must attend the registrar's office together. If you are not married to the father of your baby the registrar will require identification of the father. If there is some difficulty in achieving this, the registrar can advise you.

What information will the Registrar require?

The Registrar will require the date and place of birth, the full names and surnames of the child, the full names and the surnames of the parents, including the maiden name and any other surnames of the mother, the place of birth of both parents, the occupation of both parents and the parents addresses.



It is important that the information recorded in the register should be correct. If any mistake is made – for example in the spelling of a parents name or the description of the father’s occupation – it will put you to some trouble to have a correction made later. You should therefore bring birth certificates of both parents with you. Also marriage certificate if applicable and any change of name by Deed Poll documents relating to either parent.

Multiple Births

When twins or other multiple births occur, it is necessary to state the exact time of each birth. The registration of multiple births should be done at the same visit to the Registrar’s Office and by the same informant.

Surnames

A child can be given any surname, but we must point out that if you are not married and the child is given the father's surname and the relationship then ends, the name cannot be changed on the birth entry. However, if the child has the mother's surname and the parents then marry, they can then apply to Re-register the birth. A new entry of birth would be made in the Register and the child could then take the father's name.

If a forename has not been decided on for the child within the six weeks, the birth should be registered and a name can be added at a later date, within one year of the registration. Ask the Registrar for the procedure for this.

The Registrar has a list of some Manx forenames.

What are the hours of the Registrars?

The Registrar's Office in Douglas is in Registries Building, Bucks Road, Douglas (678039)

Open for Public Business

Every weekday from:

9.00am – 4.30pm

and

Saturdays 9.30am – 11.00am

Other Offices

Peel

Town Hall, Derby Road, Peel (842341)

Monday to Friday 9.00am – 5.00pm

Ramsey

Town Hall, Parliament Square, Ramsey (817762)

Monday to Friday 10.00am – 12.45pm

Castletown

Castle Rushen, Castletown (823326)

Monday to Saturday 9.00am – 10.00am

Registering your baby

In Douglas you will need to make an appointment for registering your baby. This is also advised in the other offices.

Please be advised that the process of registering your baby has altered slightly.

Now when you attend the Registrar's you will be required to produce evidence of your identity.

This evidence should be in the form of a Birth certificate, passport or driving licence etc.

(Please note if you have changed your name legally from that which appears on one of these documents you will also need to produce your change of name certificate).

Thank you for your co-operation.



This leaflet is issued for guidance only and should not be treated as a complete and authoritative statement of the law.

**Mrs S K Cain
Senior Registrar
Civil Registry
Registries Building
Bucks Road
Douglas
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IM1 3AR
(687039)**



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The information in this leaflet can be provided in large print
or on audio tape on request.



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Issued by:

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Women and Children's Directorate**

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