REGISTRO CIVIL
Birth Registration

Sep 2019

DUAL CITIZENSHIP APPLICATION

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 their Birth Certificates**, (whether Mexican or foreigners). For women, **use __maiden names__**, as they appear on their 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 persons who are attending the day of the appointment for the registry (Second phase).

Registrant

Name: _____
        Name(s)   Father Last Name   Mother Last Name

Date of Birth: _____ Time of Birth: _____ hrs.
       day / month / year

Place of Birth: _____
        City/Town   County   State

Presented: Alive ○ Dead ○   **Sex:** Male ○ Female ○

Birth: Single ○ Twin ○ Multiple ○

¿Have you been registered in Mexico? No ○ Yes ○   ¿In what State? _____

Parents Marital Status: Married ○ Common law ○ Separated ○ Divorced ○ Single ○

Marriage Certificate presented Yes___ No____

Persons attending: Father ○ Mother ○ Both parents ○ Different person or registrant ○

Parents

Father's name: _____ Date of Birth: _____ Age_____
    Name(s) Father Last name Mother Last Name   day / month / year

Citizenship: _____ Occupation: _____ Alive: Yes ○ ○No

Mother's name: _____ Date of Birth: _____ Age_____
    Name(s) Father Last name Mother Last Name   day / month / year

Citizenship: _____ Occupation: _____ Alive: Yes ○ ○No

Address: _____
  number   street   APT   City   State   Zipcode

Grandparents

Grandfather (Father's side): _____
    Name(s)   Fathers Last Name   Mothers Last Name

Citizenship: _____ Alive: Yes ○ No ○

Grandmother (Father's side): _____
    Name(s)   Fathers Last Name   Mothers Last Name

Citizenship: _____ Alive: Yes ○ No ○

Address: _____
  number   street   APT   City   State   Zipcode

Grandfather (Mother's side): _____
    Name(s)   Fathers Last Name   Mothers Last Name

Citizenship: _____ Alive: Yes ○ No ○

Grandmother (Mother's side): _____
    Name(s)   Fathers Last Name   Mothers Last Name

Citizenship: _____ Alive: Yes ○ No ○

Address: _____
  number   street   APT   City   State   Zipcode

Witnesses

Witness 1. Name: _____ Date of Birth: _____ Age_____
    Name(s) Fathers Last Name Mothers Last Name   day / month / year

Citizenship: _____ Address: _____
    number street apt city state zipcode

Witness 2. Name: _____ Date of Birth: _____ Age_____
    Name(s) Fathers Last Name Mothers Last Name   day / month / year

Citizenship: _____ Address: _____
    number street apt city state zipcode

Name of person submitting the application: _____

Cellular Phone : _____ **Phone (other):** _____

E-mail: _____

I declare under oath 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, and 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:** _____

DUAL CITIZENSHIP

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 aquire the rights that Mexican citizenship grants. It is important to mention that by obtaining the Mexican nationality, US citizenship is neither affected nor lost.

PROCESS:

Registration is made in three stages. **First stage:** REVIEW of documents. Please obtain an appointment for "Registro Civil" at Mexitel: Tel. 1-877-639-4835, or via internet at https://mexitel.sre.gob.mx/citas.webportal to present the documents personally –just one person could bring the documents-. Once approved, this Consulate will give you an appointment for the second stage. **Second stage:** BIRTH REGISTRATION. In the assigned appointment, you must bring again the original documents you presented personally. At this stage, the following persons must necessarily be present: the person to be registered (minor or adult), both parents, if applicable, and the two witnesses. **Third stage:** PICK UP - Birth certificates are ready to be paid and picked up generally in three business days after the registration. Any person who appears in the registration, may collect the birth certificates.

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, and translated into Spanish if different than English. (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 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, or a Letter (must be letterhead) issued and signed by his/her pediatrician with child's name, date of birth, full name of parents, and time of being his/her doctor, which must contain recent photograph of the minor (with light colored clothes), with the physician's signature or seal/stamp across the photograph (without covering 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 certificate of parents** (if applicable). (Original and 2 letter size copies). It is very important that the wedding took place 6 months before the birth of the registrant. In the event that it was held after, the father must come to the Consulate to sign the records. If the father cannot attend the registration, he must submit a Poder Especial (Special Power of Attorney) issued by a Notary Public in Mexico, or Consulate of Mexico, in which the father acknowledges paternity and grants permission to be registered as a Mexican at this Consulate General. If the father died –or is not available- and the parents were never married before the birth of the person to be registered, birth registration cannot take place at the Consulate. In this case, you 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.

IMPORTANT INFORMATION
- In case of death of either parent, the birth certificate and the respective death certificate must be presented.
- The procedure 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 only accept cash and money order).
- 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.