

Registrar General's Department Jamaica
Adding of father's particulars by the process of
Re-Registration

(used when parents subsequently marry each other)

In accordance with the Registration of Births and Deaths Act, where a child is born to unwed parents who subsequently marry each other, the process of Re-Registration is done.

This is a legal process to add father's particulars and will include the signing of statutory declarations, among other things. Both parents are authorized to carry out this process and if a third party is being asked to submit the application, then they are required to produce specific authorization (power of attorney or other notarized authorization).

However, if the parents are still not married to each other then the process of "Adding of Father's Particulars" (Status) is carried out.

The birth of an individual who has been re-registered will be recorded, at the time of this application, as if they were born in wedlock then. This means, the mother's name will appear with both maiden and name after marriage and the father's particulars will be entered. As is customary, in most cases, the child will automatically assume the father's surname.

This process allows the original registration to be cancelled and a note made linking both events. This means that the record at birth where the father's particulars were not entered, will not be accessible at all. However, in the case of a Status application (which also adds the father's particulars), it is the birth record to which the father's particulars are added and there is no cancellation of that birth record.

Steps in making an application for Re-Registration:

- Re-registration can only be done by the person named in the law, that is, a parent or a qualified informant. Where a third party is required to take this action then a power of attorney or other legal document must be provided in order to allow the customer to act on another's behalf.
- A Re-Registration application form must be completed,
 - the application form will require that the applicant provide information on the child's birth and parent's marriage, such as:
 - registration/entry number
 - name,
 - date of birth,

- place of birth
 - date and place of registration
 - the date and place of marriage,
 - Name of marriage officer who performed the wedding.
- Provide a certified copy of child's birth (customer may opt to pay for a copy)
- Provide a certified copy of parent's marriage (customer may opt to pay for a copy),
- Mother must sign her married name when signing the Statutory Declaration
- After the application is submitted a date is set for an interview with parents
- At the interview
 - Specific action will be taken to confirm the authenticity of the documents provided (where there are challenges and mismatches the customer will be required to provide evidence to satisfy the Registrar General or interviewer and in some case carry out a correction of error of fact before conclusion of the process).
 - The interviewer will give to customer specimens of the birth and the marriage, along with statutory declarations to be signed by both parents and witnessed by a Justice of the Peace or Notary Public.
- After a successful interview the Re-Registration will now take place. This is the date at which service types will start to be counted; that will, for example, be day one of a seven-day application process.
 - The parent or qualified informant will carry out the registration process at the Local District Registrar's office or Regional Office in the Parish of the birth of the individual, where the first registration for child was done.

The cost of applying for a Re-Registration is as published in the Jamaica Gazette and is subject to change at any time.

\$700 Regular service (two copies)

\$1,450 7-day service (two copies)

\$3,700 Express service (two copies)

The Re-Registration application form is accessible on the RGD website at www.rgd.gov.jm.com. Please select application, and then scroll to Re-Registration, print forms and complete as instructed. Original documents are required and this completed application cannot be submitted online.