

**REQUIREMENTS FOR LATE REGISTRATION OF BIRTH
ATTENDED BY HILOT/MIDWIFE**

1. No record of Birth from PSA (NSO) and LCR OF Manila
2. Affidavit of Midwife/Hilot stating the reason of delay
3. Pre-Natal Record of mother regardless of birth order (For Minor Children) or if the mother is more than 40 years old at the time of the birth of the child
4. Photocopy of ID of Parents
5. Marriage Contract of registrant, if married
6. Certified copy of Marriage Contract of Parents or Birth Certificate of brother/sister with date and place of marriage of parents or Birth Certificate of older brother/sister with proof of legitimacy

ILLEGITIMATE CHILDREN

Born before August 3, 1988, the FATHER must sign the Affidavit of Acknowledgment at the back of COLB **If Father is Deceased**, submit documents that will **prove the filiation** of the child or documents showing that the father has acknowledged the child i.e. ITR, public document and private handwritten instrument

A.O. 1 s. 2016 REVISED IRR of RA 9255 based on Supreme Court Ruling on GRANDE vs. ANTONIO

Born from AUGUST 3, 1988 – MARCH 18, 2004, with or without Admission of Paternity at the back of the COLB, the child shall use the SURNAME OF THE MOTHER

Born from MARCH 19, 2004 – PRESENT

*with Admission of Paternity but no AUSF, the child shall use the SURNAME OF THE MOTHER

*with Admission of Paternity and with AUSF, the child shall use the SURNAME OF THE FATHER

0 – 6 yrs. old – AUSF to be executed by the mother or the guardian, in the absence of the mother.

7-17 yrs. old – AUSF to be executed by the child attested by the mother or the guardian

18 yrs. and above – AUSF to be executed by the child without need of attestation.

7. **Submit original copy of any two (2) of the following both showing date and place of birth of the registrant:**
 - *Baptismal Certificate
 - *Form 137 (either Elementary or High School) or school certification or Transcript of Records
 - *Voter's Registration Affidavit
 - *Employment Records (GSIS/SSS E-1 or E-Form)
 - *Other documents the OFFICE MAY CONSIDER relevant and necessary for the approval of the application (Philhealth-MDR, Service | Record, Personal Data Sheet, Medical Record, OSCA Certification, etc)

REMINDERS:

- *Don't submit "**FAKE DOCUMENTS**" to avoid penalty. All supporting documents are subject for VERIFICATION and FURTHER EVALUATION.
- *Birth Certificate and Marriage Contract must be certified photocopy.
- *Complete the needed requirements before submission.
- *Ten (10) days mandatory posting period will commence on the day requirements are submitted.

FEES: **P340.00 (Registration Fee and CTC)**
 200.00 (AUSF) if parents are not married at the time of the birth of the child
 50.00 additional fee for CTC of AUSF

NOTE: NO RECEIVING OF APPLICATION AND NO FOLLOW-UP EVERY FRIDAY