



The birth of each child in Iran, either his/her father would be Iranian or foreigner, must be notified to the agent or official of Personal Status Registration Organization; and the birth of Iranian children residing outside Iran must be notified to the official of Iranian Consulate Affairs in country of residence, if possible; otherwise it should be notified to the nearest consular office or state personal registration organization of the country.

- The following persons may refer to Personal Registration Department and notify childbirth and obtain identity card (ID Card) for the newly born child.

- 1- Father or paternal grandfather by presentation of identity card
- 2- Mother, if her marriage has been legally registered.
- 3- Executor, guardian or trustee while presenting the relevant documents
- 4- Official or representative of the institute which acts as the guardian.
- 5- The holder personally who has reached to 18 years old and upper.

- **Necessary Documents**

- 1- Original ID Card of the father and mother
- 2- Birth Certificate issued by the relevant physician or midwife
- 3- Banking slip for sum of RIs. 20,000/- paid to Bank Melli Iran, in favour of State Personal Status Registration Organization
- 4- Presence of one of the parents or paternal grandfather and if the parent's marriage has not been registered, the parents shall jointly notify the birth and sign the relevant documents.

- **Naming:**

- The child's name shall be selected by the person who notifies the childbirth.
- A simple or compound name, which is commonly considered as one name, can be selected for a child.

- It is prohibited to select names which denigrate Islamic sanctities as well as repulsive and obscene titles, nicknames and names or unsuitable with the gender.
- It is mandatory to mention the word "Seyyed or Sadat" to the name of Seyyeds or Sadats whose descendance of the Prophet has been mentioned in ID Card of their father or paternal grandfather.

- **Manner of Refer & Obtaining ID Card**

In order to obtain ID Card for the newly born child, you may refer to all State Personal Registration Departments within office hours and days and if the required documents shall be completed and you referred to the relevant department before 10 A.M., the ID Card shall be draw up, issued and delivered at the same day.

- **Necessary Recommendations**

- 1- According to the Law, the moratorium for notification of childbirth and obtaining ID Card is at most 15 days after his/her birthday.
- 2- Since modification of holder's name is not easily possible after issuance of ID Card, it is required to consider all aspects especially observing Islamic and Iranian Culture as wells as future personally of your child at the time of naming.
- 3- Issuance of ID Card requires drawing up identification certificate. Considering the importance of the subject, it is essential to ensure from the authenticity of the contents mentioned in the relevant document before their signature.
- 4- At the time of obtaining ID Card, please ensure from the correctness of the contents.
- 5- Issuance of duplicate ID Card has legal restriction; so take care and protect your ID Card.
- 6- Insertion of any seal, sign and writing in newborn's ID Card (new version) is strictly forbidden.
- 7- Any change in the contents of ID Card, in any way, is strictly forbidden, and the offenders shall be treated in accordance with Law.
- 8- It is forbidden to trust ID Card with any entities and due to any reasons.

- **Definitions & Concepts**

- 1- The children for whom ID Card may be issued:
  - The children whose father is of Iranian National.
  - The children were born in Iran to unknown parents.
  - The children were born in Iran to foreign parents and one of the parents was born in Iran.

## **2- Identification Certificate**

- Identification Certificate is an official document in which the individuals' birth is registered and based on which, the ID Card is issued.

## **3- ID Card**

- ID Card is considered as the identity and nationality document for each Iranian person.

## **Suggestions & Criticisms**

In case of any question, criticism or suggestion concerning issuance of newborn's ID Card or other services rendered by Sate Personal Status Registration Organization, please contact Public Relations Office of this organization.

Public Relations Office:

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