IRISH DIASPORA CENTER

Foreign Birth Registration Checklist
Citizenship through a grandparent

The following documents are **required** by the FBR office in order to apply for a Foreign Birth Registration Certificate (Irish Citizenship). ***After*** *you have obtained Irish citizenship, you are eligible to apply for an Irish passport.*

		You	Parent	Grandparent
Original or certified copy	**Long Form** Birth Certificate*	X	X	X
Original or certified copy	**Long Form** Civil Marriage Application and License* *(if applicable)*	X	X	X
Notarized copy	Valid U.S. passport *(a copy will be made & notarized at the IDC)*	X	If living	If living
Notarized copy	Valid driver's license or other photo ID *(a copy will be made & notarized at the IDC)*	X	If living	If living
Original	2 additional proofs of residency and name**	2		
Original or certified copy	Death Certificate		*(if deceased)*	*(if deceased)*
Original sent	4 EU-sized photos *(taken at the IDC)*	X		

***Description of long-form documents**

- *Long-form birth certificates are not the standard issued document in the U.S.* A long-form birth certificate will list *the baby's parents' names, ages/DOB, and places of birth*
- Long-form civil marriage license and marriage license application should include the bride's and groom's *parents' names **and** places of birth on the marriage certificate or license application.*

****Proofs of residency and name that will be accepted include:** *Please ensure that your name is the same on all documents (First, Middle, and Last Name).*

- Utility bills or cell phone bill, bank statements, official government correspondence to the same address and name indicated on your driver's license

Where can I apply for new long-form birth certificates?

- For PA birth certificates
  - You can apply at the Division of Vital Records, 110 North 8th Street, Suite 108, Philadelphia, PA 19107, or at www.portal.state.pa.us Tel:215-560-3054. Applying in person is more reliable.
  - If local, Havertown Auto Tags 1409 Darby Rd, Havertown, PA 19083 Tel: 610-853-2833.
  - Visit VitalChek online to order birth or death certificates online.
- For Irish birth certificates
  - You can apply for a certificate online at www2.hse.ie or mail a completed application to Civil Registration Office, Office of the Registrar General, Government Offices, Convent Road, Roscommon, Co. Roscommon, Ireland. (Tel: 011 353-90-663-2900).
  - For those born in the North of Ireland, order certificates online at www.gro.gov.uk/gro/content/ (Tel: 011 44-28-90-252-000).

Where can I apply for new marriage certificates?

- You can apply for a marriage certificate from the "Register of Wills and Clerk of Orphan's Court Division" at the courthouse in the county in which you were married. (Maryland is the exception; they do not provide long-form marriage certificates.) **Church licenses are not accepted.**
- If married in Ireland apply online at www2.hse.ie or http://www.nidirect.gov.uk/gro for Northern Ireland.

What is the fee for application?

- Fee - Adult: $700; Child 0-17 years: $500 (includes: application fees, a professional review of applications and supporting documents, passport photo, notarizing/certifying/witnessing supporting documents, mailing fees, and foreign exchange transaction fees)

Who can benefit from my foreign birth registration?

- The guarantee of citizenship ends with those whose grandparents were born on the island of Ireland. In order for any of your children to be eligible for citizenship, they must be born AFTER your name is entered in the Foreign Birth Register.