中文

在卑詩省為嬰兒註冊指南

給你的新生嬰兒
FOR YOUR NEW BABY!

REGISTRATION OF BIRTH AND APPLICATION FOR BIRTH CERTIFICATES FOR YOUR NEWBORN.

Congratulations. Having a baby is one of the most important events in life. After your baby is born, the hospital will give you a Registration of Birth brochure that contains an IMPORTANT form which parents must complete for every baby born in British Columbia. The *Registration of Live Birth* form is the official Provincial record of the birth and the registration of the child's legal name. You can also order a copy of your child's birth certificate, if you wish.

This guide has been prepared by the Vital Statistics Agency to explain why registration is important and to provide a translation of the instructions to complete the registration form.

If you did not receive a *Registration of Birth* form and brochure when your child was born, please contact the Vital Statistics Agency at the addresses listed at the back of this guide.

Registering the Birth of Your Newborn

By law, you must register the birth and legal name of your child within 30 days of the birth. Naming a child and registering the birth are your important responsibilities because registration is the only way of creating a permanent legal record of a person's birth. There is no fee to register a baby's birth so long as it is registered within 30 days. Simply fill in the registration form and mail it in the envelope provided, or bring it to any BC Vital Statistics Agency office. Office locations and telephone numbers are listed at the back of this guide.

Official Birth Certificates

A birth certificate is a person's most important official identification document. It shows the legal name of the child and is proof that the child was born in British Columbia. A birth certificate is essential for official identification at any age, and may be required when registering your child for Medical Services Plan coverage or school, for identification when travelling, or for obtaining a passport.

在卑詩省為嬰兒註冊指南

恭喜你。為人父母是人生中的一件大事。在你嬰兒出生後，醫院會給你一份註冊出生的小冊子，裡面載有一份**重要**的表格，這表格是每個在卑詩省初生嬰兒的父母必須填寫的。這*出生註冊*的表格是卑詩省官式的出生記錄及嬰兒法定姓名的註冊。若你想的話，你也可以申領一份孩子的出生證書。

這指南是人口統計局所為了向你解釋註冊的重要性、及指導你如何填寫申請表所預備的。

若你嬰兒出生時你並沒有收到註冊出生的表格及小冊子，請與刊印在本指南後頁的人口統計局聯絡。

為你的初生嬰兒註冊

根據法例，你必須在嬰兒出生後的三十天內把嬰兒的出生及合法姓名註冊。為嬰兒命名及註冊出生是你的重要責任，因為只有透過註冊才能為你的嬰兒存留永久合法的出生記錄。祇要是在嬰兒出生後的三十天內註冊，註冊費用是全免的。你祇需填妥註冊表格，放進已預備好的信封內，然後郵寄出去，或者，你可以自己送到卑詩省任何一間卑詩省人口統計局。

正式的出生證書

出生證書是個人最重要的身份證明文件。它顯示兒童的合法姓名及證明他是在卑詩省出生。出生證書對於任可年紀的人都是重要的官式身份證明文件，你需要它來替你的孩子註冊醫療保健計劃或申請入學、或旅行時的身份證明、或申請護照。

Commemorative Birth Certificates
You can celebrate the joy of your child's birth with a Commemorative Birth Certificate. These large decorative certificates show the child's name, date of birth, birth weight and other special birth information. You can see examples of the colourful designs in the Birth Registration brochure. Commemorative certificates are not for official identification.

At the same time as you complete the mandatory *Registration of Live Birth* form, you have the option of ordering a birth certificate or commemorative certificate for your newborn.

COMPLETING THE REGISTRATION OF BIRTH FORM (MANDATORY)

The *Registration of Live Birth* form is a legal document that must be completed for every birth in the Province. Please ensure all information provided is complete and correct, and received by the BC Vital Statistics Agency within 30 days after the birth. You can mail the form or bring it to any BC Vital Statistics office. There is no fee to register a baby's birth. However, if the registration form is submitted more than 30 days after the birth, you will be charged a fee for the late registration.

CHILD'S INFORMATION

This birth registration form records the legal name of a child. This is the name that will appear on the child's birth certificate, and is the name that should be used on all official documents including registration forms for government services (such as Medical Services Plan) or school, bank accounts, or legal documents.

Child's Name

A child must have a **First Name** and a **Surname** (family name / last name), and can also have one or more **Middle Names**. It is very important that parents print the child's name with the exact spelling and in the specific order they want their child's names to appear on the birth certificate.

紀念性的出生證書

你可以以紀念性的出生證書來慶祝你孩子的出生。這個大形的證書刊載你孩子的姓名、出生日期、出生體重和其它的特別的出生資料。你可以從註冊出生小冊子中看到不同的設計。紀念性的出生證書並不是正式的身份證明文件。

在你填寫必須的*出生註冊表*的同時，你可以為孩子選擇申領出生證書或紀念性的出生證書。

完成法定的出生註冊表（必須填寫）

*出生註冊表*是所有在卑詩省出生嬰兒的父母必須填寫的一份法定文件。

請確保所有的資料完整和正確，及在嬰兒出生後的三十天內送到卑詩省人口統計局。你可以郵寄或親自遞交到任何一間人口統計局。不過，若你超過三十天才為嬰兒註冊的話，你可能要繳交一個延遲註冊的費用。

孩子的資料

這出生註冊表記錄了孩子的合法姓名。這姓名是出生證書上的姓名，也會用在所有政府認可的文件包括申請政府服務的註冊表（例如醫療保健計劃）或學校、銀行戶口、或法律文件。

孩子的姓名

孩子必須有**第一名字**和**姓氏**（家庭姓氏/最後的姓氏），及可以有一個或以上的**中間名字**。父母必須把孩子的姓名串法及次序正確的填寫，因為它將會刊載在出生證書上。

The child's Surname can be the father's surname, the mother's surname, or a different surname. It can be a hyphenated or combined surname, but it cannot have more than two surnames combined together. And please, don't use brackets （ ） or slashes ／ in any part of the name.

Sex of Child
Print "male" or "female"

Date of Birth
Print the child's date of birth. Print the first three letters of the month first, followed by the day and the year. For example, if your child was born on January 2, 1996, print JAN 02 1996.

Kind of Birth
Was this baby a twin or triplet or other multiple birth? Place a check mark in the box for single birth (one baby), twin, triplet or 4+.

Birth Order
Fill out this box <u>only</u> if the baby was a twin or multiple birth. Birth Order shows which of the twins or triplets was born first or second, etc. For example, if the baby was the second born of a set of twins, put a check in the 2nd box.

Time of Birth
Write the time the child was born, using the 24-hour clock. Do not use a.m. or p.m. For example, if the child was born at 5:10 in the afternoon, the time of birth would be 17:10 (calculated as 5:10 + 12 hours) written as 17 (above hh or hours) and 10 (above mm or minutes).

Place of Birth in BC
Print the name of the city, town, or other place where the baby was born.

孩子的姓氏可以是父親的姓氏、母親的姓氏或其它的姓氏。它可以是兩姓氏連合的複姓，但不可多過兩個姓氏連合的複姓。請不要在姓名加上（）或/的符號。

孩子的性別
填寫"男性"或"女性"。

孩子的出生日期
填寫孩子的出生日期。先填寫月份的首三個英文字母，然後填寫日子，最後填寫年份。例如，孩子的出生日期是 1996 年 1 月 2 日寫成 JAN 02 1996。

出生的類別
孩子是雙胞或三胞或多胞？請在單生（一嬰兒）、雙胞、三胞或四胞以上的格子上畫上符號。

出生次序
若你的孩子是雙胞或多胞的話，<u>才</u>需要填寫這欄。出生次序記錄在雙胞或三胞胎誰是頭生的、第二生的、等。例如，嬰兒是雙胞胎的第二生，請在第二的格子上畫上符號。

出生時間
使用廿四小時時鐘算法，填寫嬰兒的出生時間。不要寫上午或下午。例如，嬰兒是在下午的五時十分出生，出生時間應寫為十七時十分（計法是五時十分加十二小時），寫成十七（小時）和十（分）。

卑詩的出生地點
填寫嬰兒出生的城市、鎮或其它地方的名稱。

If birth did not occur in hospital, give exact location where birth occurred

If the child was not born in a hospital, print full address of where the baby was born. Include the postal code.

Children ever born to this Mother (including this birth)

Print the total number of liveborn babies that this mother has ever given birth to. Be sure to include this birth in the count.

Print the total number of stillborn babies (born after at least 20 weeks of pregnancy) that this mother has ever given birth to.

Are Parents Married to each other?

If the parents are legally married to <u>each other</u>, select Yes. If the answer is No, please answer the next question.

If the Parents are not Married to each other, state whether mother is:

If the parents are not married to each other, state whether the child's mother has never married, or is married, widowed, divorced, separated, or other.

Attending Physician or Mid-wife:

Print the full name of the physician or registered mid-wife's who was present at the birth of your child. Include the First Name, Middle Name(S), and Surname (Family Name / Last Name)

MOTHER'S INFORMATION

The child's mother should print all her personal information and sign the registration form.

Mother's Name

Print the full name of the Mother of the baby. Include her First Name, any Middle Name(s), and her Maiden Surname. The Maiden Surname is the Surname (Family Name / Last Name) a woman had when she was born.

若嬰兒不是在醫院出生，提供嬰兒的正確出生地點

若嬰兒不是在醫院出生，請填寫嬰兒出生時的全部地址。包括郵區號碼。

母親生產次數（包括這次生產）

填寫母親生產生存嬰兒的次數。包括這次生產在內。

填寫母親生產夭折嬰兒的次數（在懷孕廿週以後出生的）。

父母是否已婚的夫婦關係？

若父母是合法的已婚夫婦，選擇是。若答案是否，請回答下一個問題。

若父母不是已婚的夫婦關係，說明母親是：

若父母不是已婚的夫婦關係，說明嬰兒的母親是未婚、或已婚、寡婦、離婚、分居或其它。

接生醫生或助產士

填寫為嬰兒接生的醫生或註冊助產士的全名。包括他的第一名字、中間名字及姓氏。

母親的資料

嬰兒的母親應填寫她的所有個人資料及在註冊表上簽署。

母親的姓名

填寫嬰兒母親的全名。包括她的第一名字、中間名字及未婚時的姓氏。未婚時的姓氏是她出生時的家庭姓氏。

Mother's Date of Birth

Print the date the child's mother was born. Print the first three letters of the month followed by the day and the year. For example, January 01 1970 is written JAN 01 1970.

City of birth, Province/State of birth, Country of birth

Print the name of the City, Province or State, and Country where the child's mother was born.

Age at time of this birth

Print the mother's age on the day this child was born.

B.C. Resident?

If the mother is living in British Columbia, select Yes.

Personal Health Number (CareCard Number)

This is the 10 digit number on the mother's *British Columbia Care Card.*

Aboriginal? If yes, Registration Number (DIAND)

If the mother is a North American Aboriginal, she should select Yes and write her registration number from the Department of Indian and Northern Development.

Mother's Usual Residence

Print the full street address where the mother usually lives including Street, City, Province or State, Country and Postal Code. If the child's mother has a rural address, give the exact location and **not** the Post Office Box number or Rural Route address.

Complete Mailing Address

If the mother's mailing address is different from her usual address, print the full mailing address.

Phone Number

Print the mother's home telephone number or other contact telephone number, including area code.

母親的出生日期

填寫孩子的母親的出生日期。先填寫月份的首三個英文字母，然後填寫日子，最後填寫年份。例如，1970 年 1 月 1 日寫成 JAN 01 1970。

母親的出生成市、省/州份、國家名稱

填寫孩子的母親的出生城市、省份或州、國家名稱。

生產的年歲

填寫母親生產這嬰兒時的年歲。

是否卑詩省居民？

若母親是卑詩省居民，選擇是。

個人保健號碼（保健咭的號碼）

填寫母親的卑詩省保健咭的十位數字號碼。

土著？若是，註冊號碼（DIAND）

若母親是北美洲土著，她應選擇是及填寫她從印第安人及北部發展廳所得的註冊號碼。

母親的慣常住址

填寫母親的慣常住址，包括街道、城市、省或州、國家和郵區號碼。若孩子的母親在郊區居住，填寫正確的地點而不是郵箱號碼或郊區路線地址。

完整的郵寄地址

若母親的郵寄地址與她的慣常住址不同的話，填寫完整的郵寄地址。

電話號碼

填寫母親的住宅電話號碼或其它聯絡電話號碼，包括地區號碼。

Signature and Date signed

The mother must sign and date the registration form. The child's mother does not need to sign in front of a witness.

When the mother signs this form, she indicates that she understands all the information on Registration of Birth form, and that she believes that all the information is true and correct to the best of her knowledge and belief.

FATHER'S INFORMATION

The child's father should print all his personal information and sign the registration form. If the father does not sign the registration form, all information about the father will be deleted from the Registration of Birth form, and the father's information will not appear on any birth certificate.

Father's Name

Print the full name of the Father of the baby. Include his First Name, any Middle Name(s), and his Surname (Family Name / Last Name).

Father's Date of Birth

Print the date when the child's father was born. Print the first three letters of the month followed by the day and the year. For example, January 01 1970 is written JAN 01 1970.

City of birth, Province/State of birth, Country of birth

Print the name of the City, Province or State, and Country where the child's father was born.

Age at time of this birth

Print the father's age on the day this child was born.

B.C. Resident?

If the father is living in British Columbia, select Yes.

簽署和簽署日期

母親必須簽署和填寫日期。孩子的母親不需要在見證人面前簽署。

當母親簽署表格時，她表示她明白所有在*出生註冊表*上的資料，她相信她所提供的資料是盡她所知和正確無誤。

父親的資料

孩子的父親應填寫他的個人資料和簽署註冊表。若父親不在註冊表上簽署的話，有關父親的資料將會被刪除，父親的資料也不會刊載在任何出生證書內。

父親的姓名

填寫嬰兒父親的全名。包括他的第一名字、中間名字及姓氏（家庭姓氏）。

父親的出生日期

填寫孩子的父親的出生日期。先填寫月份的首三個英文字母，然後填寫日子，最後填寫年份。例如，1970 年 1 月 1 日寫成 JAN 01 1970。

父親的出生成市、省/州份、國家名稱

填寫孩子的父親的出生城市、省份或州、國家名稱。

為父的年歲

填寫孩子出生時，父親的年歲。

是否卑詩省居民？

若父親是卑詩省居民，選擇是。

Personal Health Number (CareCard Number)

This is the 10 digit number on the father's *British Columbia Care Card.*

Aboriginal? If yes, Registration Number (DIAND)

If the father is a North American Aboriginal, he should select <u>Yes</u> and write his registration number from the Department of Indian and Northern Development.

Signature and Date signed

The father must sign and date the registration form. The child's father does not need to sign in front of a witness.

When the father signs this form, he indicates that he understands all the information on *Registration of Birth* form, and that he believes that all the information is true and correct to the best of his knowledge and belief.

STATUTORY DECLARATION

<u>If both parents have signed the *Registration of Birth* form, leave this section blank.</u>

If both parents do NOT sign this registration form, the Statutory Declaration must be completed by one parent to explain why the other parent cannot sign the form. This may be due to illness or death, extended absence from the Province, or the fact that the mother has not acknowledged the father. Where both parents are incapable of signing or one parent is deceased, contact the British Columbia Vital Statistics Agency through the telephone number listed on the back page for instructions on completing the form.

The Statutory Declaration is a legal promise that a person makes which states that the information that they have provided about the other parent is true. It is important that the person who is making the promise understands what he or she is signing. If the person needs assistance in understanding the wording, they may want to bring a family member or a friend who can explain everything to them.

個人保健號碼（保健咭的號碼）

填寫父親的卑詩省保健咭的十位數字號碼。

土著？若是，註冊號碼（DIAND）

若父親是北美洲土著，他應選擇<u>是</u>及填寫他從印第安人及北部發展廳所得的註冊號碼。

簽署和簽署日期

父親必須簽署和填寫日期。孩子的父親不需要在見證人面前簽署。

當父親簽署表格時，他表示他明白所有在*出生註冊表*上的資料，他相信他所提供的資料是盡他所知和正確無誤。

依法聲明

<u>若父母雙方在*出生註冊*表上簽署，把這欄空白。</u>

若父母雙方**不**在出生註冊表上簽署，依法聲明的一欄必須由其中一個家長填寫，解釋另一家長不能簽署的原因。原因可能是疾病或死亡、長期不在卑詩省、或是母親沒有通知孩子的父親。若父母雙方也不能簽署或其中一家長已死亡，請參看後頁，以電話聯絡卑詩省人口統計局詢問填寫表格的指導。

依法聲明是個人在法律上的保證，他所提供有關另一個家長的資料是正確的。對於簽署這保證的人來說，明白這簽署這保證的意義是非常重要的。若任何人需要協助明白聲明的字句和內容，他們可以帶同一位家庭成員或朋友去為他們解釋。

The following is a simplified translation of the Statutory Declaration:

I ___(write the Adult's name here)___ do solemnly declare that I am the mother, father, no relation of ___(write the Child's name here)___ who was born at ___(write the City where the child was born)___, B.C., on ___(write the Child's birth date)___.

The mother, father, parents, is/are unable to complete and sign the registration because: (select one of the following responses)

1. The father is unknown by the mother.
2. The father is unacknowledged by the mother.
3. The father is incapable (of signing)
4. The mother is incapable (of signing)
5. Both parents are incapable (of signing)

Reasons not capable: If one or both of the parents are not capable of signing, a detailed explanation must be written.

and I make this solemn declaration believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Signature of the Declarant and the Witness
The parent or other adult who is completing the Statutory Declaration (called the Declarant) must sign the *Statutory Declaration* in the presence of a person who has the legal authority to take affidavits, such as a District Registrar, a Notary Public or a Commissioner for taking affidavits. A District Registrar is a person who has been appointed by Vital Statistics to accept and witness registrations at no charge. BC Vital Statistics office staff and other appointed District Registrars can witness the signature free of charge.

以下是一個簡單依法聲明的翻譯本：

我（填寫成人的姓名）鄭重聲明我與（孩子的姓名），出生在卑詩省（孩子出生的城市），出生日期（孩子的出生日期），是母子關係、父子關係、無關係。

孩子的母親、父親、家長雙方不能夠填寫註冊表，因為：（選擇下列一項）

1. 母親並不知道父親是誰。
2. 母親並沒有通知父親。
3. 父親不能簽署。
4. 母親不能簽署。
5. 家長雙方不能簽署。

不能簽署的原因：若一個或雙方家長不能簽署的話，請詳加解釋。

我鄭重聲明我所提供的資料是正確的，我明白這聲明具有宣誓的同等效力。

聲明者和見證人簽署
家長或其他成年人完成這份聲明（稱為聲明者）必須在法律上認可的監誓者前，例如區域註冊主任、公證人或有權監誓的公證人。區域註冊主任是人口統計局所委任免費為人見證的。卑詩省人口統計局的職員和其它的委任的區域註冊主任也可以為你免費見證。

ORDERING BIRTH CERTIFICATES (OPTIONAL)

Official Birth Certificates, for official identification purposes, are available in two versions. One contains personal information only, the other also includes parental information. Both are the same size (12.5cm x 17.6cm). As a fraud prevention measure, birth certificates in Canada are on special certificate paper and are not laminated.

The Commemorative Birth Certificates are large attractive certificates, suitable for framing. As they are intended for decorative purposes only, they cannot be used for official identification.

If you wish to include an order for any certificates for your newborn when you register your child's birth, please complete the Birth Certificate Order Form on the reverse side of the *Registration of Live Birth* form, enclose payment and mail in the envelope provided. Or, you can bring the forms to the nearest BC Vital Statistics Office.

To order certificates for your newborn at a later date, please call the telephone number at the back of this guide to request an order form.

Certificate Type
Pictures of each version are shown in the Birth Registration brochure.

Under quantity, write how many certificates you would like to order of each version and calculate the amount owed. Please note that prices were correct when the form was printed, but may change.

Payment
Payment can be made by cheque, money order or credit card. If ordering by credit card, please print clearly your credit card number, the expiry date of your credit card, the name on the card, and the provide the signature of the card holder.

Please allow 4 to 6 weeks for delivery of birth certificates. They will be addressed to the child at the Mother's mailing address shown on the birth registration form.

申領出生證書（選擇性）

用作正式身份證明文件的正式出生證書共分大小兩種，一種可放錢包，另一種是大形的。為了避免盜用，加拿大的出生證書是用特別的證書紙張造成，證書是不可以過膠的。

紀念式的出生證書是經設計的大形證書，適合存放相架之用。因它們祇用作裝飾，它們並不能用作正式身份證明文件之用。

若你想在為嬰兒註冊的同時申領任何出生證書，請填妥在*出生註冊表*後頁的出生證書申領表，連同費用，使用已預備好的信封郵寄回就近的卑詩省人口統計局。

若日後才申領出生證書，請參看這指南後頁的電話索取表格。

證書種類
每種出生證書的圖畫刊印在出生註冊小冊子之內。

在數量的一欄，填寫你想申領的種類和數量及計算所需費用。請注意那些費用是正確的，但是可以隨時更改。

付款方法
費用可以以支票、本票或信用咭支付。若以信用咭付款，請清楚寫明信用咭號碼、有效日期、持咭者姓名及持咭者簽署。

出生證書在四週至六週內發出。出生證書會以孩子的名義寄到母親填寫在出生證書申請表的地址。

Name of Contact

Please write the name of an adult who Vital Statistics can contact in case there is a problem with your application for a birth certificate.

WHERE CAN I GET MORE INFORMATION?

The British Columbia Vital Statistics Agency
Business Hours are Monday to Friday 8:30 am to 4:30 pm

818 Fort Street
PO Box 9657 STN PROV GOVT
Victoria, B.C.   V8W 9P3
(250) 952-2681
Fax (250) 952-2527

250-605 Robson Street (second floor)
Vancouver, B.C.   V6B 5J3
(604) 660-2937
Fax (604) 660-2645

101-1475 Ellis Street
Kelowna, B.C.   V1Y 2A3
(250) 712-7562
Fax (250) 712-7598

433 Queensway Street
Prince George, B.C.   V2L 5M2
(250) 565-7105
Fax (250) 565-7106

Please note that service at above listed addresses and telephone numbers is available only in English. The Agency has produced this bilingual guide series to provide assistance to clients who require assistance with completing the forms in English.

The Vital Statistics Agency is committed to making its services and programs accessible to all British Columbians.

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聯絡人姓名

若你的出生證書申請表出現問題，請填寫一個成人的姓名以便人口統計局聯絡及查詢。

我能從那裡獲得更多資料？

卑詩省人口統計局
辦公時間星期一至星期五 8:30am 至 4:30pm

818 Fort Street
PO Box 9657 STN PROV GOVT
Victoria, B.C.   V8W 9P3
(250)952-2681
傳真(250)952-2527

250-605 Robson Street (second floor)
Vancouver, B.C.   V6B 5J3
(604) 660-2937
傳真(604) 660-2645

101-1475 Ellis Street
Kelowna, B.C.   V1Y 2A3
(250) 712-7562
傳真(250) 712-7598

433 Queensway Street
Prince George, B.C.   V2L 5M2
(250) 565-7105
傳真 (250) 565-7106

請注意以上的地址和電話號碼祇提供英語服務。人口統計局為需要人仕提供一系列雙語指南，方便他們以英語填寫表格。

人口統計局致力使其服務能達到每一個卑詩省的居民。

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