IDENTITY MALTA

Notifikazzjoni ta' Twelid bil-Posta

Ir-Reġistrazzjoni tat-twelid ta' tarbija tat-twelid tista' ssir bil-posta mingħajr il-bżonn li żżur l-uffiċċji tagħna.

Il-ġenituri għandhom l-ewwel jikkuntattjaw lir-Reġistru Pubbliku fuq localnotifications.pubreg@gov.mt u jsegwu l-istruzzjonijiet mogħtija.

Sabiex tirreġistra t-twelid tat-tarbija tiegħek, ikollok bżonn tibgħat id-dokumenti li ġejjin permezz ta' posta reġistrata lill-Uffiċċju tar-Reġistru Pubbliku, Taqsima tan-Notifiki Lokali, Evans Building, Triq il-Merkanti, il-Belt Valletta.

- **Il-Formola ta' Dikjarazzjoni ta' Notifika ta' Twelid mimlija kif mitlub;**
- **Iċ-ċertifikat oriġinali tat-twelid maħruġ mill-Isptar u ffirmat mill-qabla;**
- **Kopja tal-karta tal-identità tal-ġenituri;**
- **Dokumenti oħra skont il-każ u kif indikat lilhom mir-Reġistru Pubbliku.**

Għandu jsir ċekk jew *money order* ta' €2.60 pagabbli lill-Aġenzija Identità Malta u jintbagħat fil-posta rreġistrata flimkien mad-dokumenti msemmija hawn fuq. Jekk tippreferi tagħmel il-ħlas tiegħek permezz ta' trasferiment bankarju, tista' tagħmel dan fuq [Daħħal in-numru tal-kont bankarju].

Mal-wasla tad-dokumenti, ir-Reġistru Pubbliku jibgħatlek l-Att tat-Twelid għall-verifika tiegħek. Meta tiffirma l-Att tat-twelid, inti tikkonferma li taqbel mal-kontenut tal-Att.

Ladarba tkun iffirmajt l-Att tat-twelid, inti mitlub tibgħat id-dokument bil-posta rreġistrata lill-Uffiċċju tar-Reġistru Pubbliku.

L-Att tat-Twelid jiġi rreġistrat u se tkun avżat b'SMS jew bl-email. Inti tkun tista' tordna ċ-ċertifikat tat-twelid minn fuq www.certifikati.gov.mt.

Birth Notification by Post

The registration of a newborn child can be done by post without visiting our offices.

The parents should first contact the Public Registry Unit on localnotifications.pubreg@gov.mt and follow the instructions given.

In order to register your newborn's birth, you will need to send the following documents by registered mail to The Public Registry Office, Local Notifications Section, Evans Building, Merchant's Street, Valletta.

- **Filled in Declaration for Notification of Birth Form;**
- **The original Certificate of Birth issued by the Hospital and signed by the midwife;**
- **A copy of the parents' Identity Cards as applicable; and**
- **Any other additional documentation as specified by our officials, where applicable.**

A cheque or money order made payable to Identity Malta Agency for €2.60 should be sent in the registered mail. If you prefer to make your payment via bank transfer, you may do so on [insert bank account number].

Upon receipt of the documents, the Public Registry Office will send you the Act of Birth for your verification. By signing the Act of Birth, you confirm that you agree with the contents of the Act.

Once you have signed the Act of Birth, you are required to send the document by registered mail to The Public Registry Office.

The Act of Birth will then be registered and you will be notified by SMS or email that you can order the Certificate of Birth on www.certifikati.gov.mt.

If you have any further queries do not hesitate to contact us on localnotifications.pubreg@gov.mt or +356 2590 4200.

PUBLIC REGISTRY
Evans Building, Merchants' Street, Valletta.

T: +356 2590 4200 **W:** www.identitymalta.com **E:** localnotifications.pubreg@gov.mt