

# IMPORTANT NOTICE TO PARENTS REGARDING BIRTH REGISTRATIONS

## For children born on or after January 26, 2009

Births occurring in the City of Peterborough on or after 12:00 midnight, Monday, January 26, 2009 will no longer be registered with the City Clerk's Office. Parents may now complete the birth registration online and submit it electronically directly to the Office of the Registrar General at [www.serviceontario.ca/newborn](http://www.serviceontario.ca/newborn). This new service allows parents to submit the newborn's birth registration form and to apply, at the same time, for the child's birth certificate and Social Insurance Number (SIN). Paper Statements of Live Birth will still be accepted by the Office of the Registrar General and should be mailed to:

Office of the Registrar General, P.O. Box 4600, 189 Red River Road Thunder Bay, ON P7B 6L8

**Please do not send forms to the Clerk's Office for births that occur on or after January 26, 2009.**

Birth registrations that are received by the City Clerk's Office for children born on or after January 26, 2009 will be forwarded to the Office of the Registrar General for registration. If the parents have enclosed a cheque for the former City of Peterborough administrative fee, the form and the cheque will be returned to the parents for submission to the Office of the Registrar General.

## Travel Letters

Travel letters are no longer available for births occurring on or after Monday, January 26, 2009. If parents are travelling with their newborn and have not applied for a birth certificate at the time of registration, they should contact the Office of the Registrar General at **1-800-461-2156** for assistance.

## For children born before January 26, 2009

Births occurring in the City of Peterborough before 12:00 midnight, Monday, January 26, 2009 must be registered with the City Clerk's Office. Please complete the Statement of Live Birth either electronically or by hand and submit it to the Division Registrar, City of Peterborough.

Parents are encouraged to use the online registration service to complete the birth registration form and to apply at the same time for a Birth Certificate and Social Insurance Number (SIN). For children born in the City of Peterborough prior to January 26, 2009, the form must be printed and mailed to the City of Peterborough with the registration fee of \$15.00. To use the online service please go to [www.serviceontario.ca/newborn](http://www.serviceontario.ca/newborn).

