

Home > Residents > Life events > **Register a birth**

Register a birth

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Customer information updated 1 March 2021

We are opening up more appointment slots in March to register the birth of your child. If the online system won't allow you to book the date and time you want then please phone us on 01253 477177 and we should be able to accommodate you

Coming to the Town Hall for birth appointments

The Town Hall in Talbot Square is now open **by appointment only** for birth registrations.

- There is no penalty for missing the 42 day deadline for registering your child during the pandemic
- Parents should however ensure their child is registered before 12 months has elapsed from their date of birth
- Customers making claims for Child Benefit or Universal Credit are advised that where they have not been able to register a birth because of the pandemic, they can make a claim prior to the birth being registered
- We have also been advised that UK passport applications can be considered based on alternative evidence (rather than a birth certificate)
- Any certificates required must be paid for in advance of the appointment. This can be done when booking online or via our staff when phoning us

Covid secure

- We are only allowing customers with pre-booked appointments into the Town Hall and The Wedding Chapel
- Our offices have been risk assessed, are regularly cleaned and sanitised and we have perspex screens fitted to our desks
- Please use the available hand-sanitisers on entering and exiting the building and refrain from touching unnecessary surfaces
- Please wear a face covering at all times
- The only adult(s) who should attend the appointment is/are the parent(s)

How to book an appointment

- You can book online below by clicking **Make an appointment now**
- If the online system won't let you proceed with your appointment because your child's date of birth is more than 42 days ago, then please ring us on 01253 477177 as we are opening up more appointments for births in March to allow us to catch-up with the backlog caused by the pandemic
- Due to the number of outstanding births, our phone line may be busier. Please bear with us
- You can also email us at registrars.bdm@blackpool.gov.uk and leave your phone number and someone will call you back

Where to register

- [Town Hall](#), Talbot Square, Blackpool. FY1 1AD

- The Wedding Chapel - Festival House, Promenade, Blackpool. FY1 1AP - some appointments in March 2021 will take place here.

[Make An Appointment Now](#)

When to register

You should register the birth of your child within 42 days (6 weeks) of the birth. There will be no penalty for missing the 42 day deadline for registering your child during the pandemic

Blackpool Registration Service can only register births that take place at the following places:

- Blackpool Victoria Hospital
- Home births where the council tax is payable to Blackpool Council

Fees and payment types

- The fee is £11 to purchase each birth certificate and you have the option of purchasing an A4 wallet to keep your certificate(s) in. These are £1 each.
- Any certificates required must be paid for in advance of the appointment. This can be done when booking online or via our staff when phoning us.
- You can always purchase certificates afterwards at www.blackpool.gov.uk/copycertificates

Child's surname and re-registration

The mother of a child can give them any forename and surname she chooses. She does not need the father's permission to give his surname or her own. A man registered on the birth certificate as the father of the child has no right to insist the child is given a particular name, for example, his surname.

A married couple can also choose any surname for their child. It does not have to be the name of either of the parents, although choosing a different surname could cause potential problems in the future with certain organisations.

Once a surname has been recorded it can only be changed if:

- The parents apply to re-register the baby because they were not married when the baby's birth was first registered and the father's details were not recorded
- The parents marry each other after the child was born. The birth must be re-registered in this case even if the baby was given the father's surname when the baby's birth was first registered
- If the natural parents of the child were married abroad, then we would need to receive authorisation from The General Register Office before we can re-register. Only one of the parents needs to make an appointment to bring the documentation for the registrar to scan and send off to the General Register Office. It can take between 4 to 8 weeks for authorisation to be received.

Further information

The Gov.uk website has more detailed information on:

- [How to re-register your child's birth](#),
- [Parental responsibility and how to acquire it](#)

Correcting a birth record

In the majority of cases, you can't change a birth certificate once it's been issued, but you can apply to get a note added to the original entry in the birth register. You can then purchase an updated certificate that shows this note.

Corrections to a birth registration can only be made when the information is wrong (for example a mistake in spelling a person's name) or it has been proved by DNA testing that the father in the record is not the biological father. There is a fee to correct an error

of between £75-£90.

Find more detailed information on how to [correct a birth registration](#) from the Gov.uk website.

In some cases, the Births and Deaths Registration Act allows changes to forenames to be recorded in the birth register. You can apply for this to be done if the new forenames were given within 12 months of the birth being registered. There is a statutory fee of £40 for each application.

Contact

Registration service

Town Hall, Talbot Square, Blackpool, FY1 1GB

Telephone 01253 477177

Email registrars.bdm@blackpool.gov.uk

Additional information

Information you need to bring when registering a birth

[↑ Back to top](#)



Residents

- Advice-and-support
- Benefits
- Blackpool-Illuminations
- Council-tax
- Education-and-schools
- Health-and-social-care
- Housing
- Libraries-arts-and-heritage
- Life-events
- Parking-roads-and-transport
- Parks-and-community-facilities
- Planning-environment-and-community
- Sports-and-leisure
- Waste-and-recycling

Business

- Business-rates
- Business-support-and-advice
- Commercial-waste
- Food-hygiene
- Licensing-and-permits
- Residential-landlords
- Working-with-the-council

Your Council

- Blackpool-Council-jobs
- Citizenship
- Community-rights
- Council-meetings
- Creating-a-better-Blackpool
- Have-your-say
- Statistics-and-research
- The-Council
- Transparency-and-open-data
- Voting-and-elections
- Your-councillors