



The birth of a child must be reported to the registry office of the city of birth.  
**What are the next steps?**

### **Step 1: Notification of birth in hospital (necessary)**

For the notification of birth, please contact the patient management of the hospital. You have to hand in the document „**Erklärung der Eltern zur Namensführung des Kindes**“ (declaration regarding the child's name) here, and your personal details will be recorded.

The hospital sends your notification of birth and your declaration of the child's name to the local registry office. You will receive a copy.

You already completed step 1?  
You must now register the birth at the registry office.

### **Step 2: Registration of the birth at the registry office (necessary)**

Please fill out the registration form. The registration form can be found here: [www.hilden.de/anmeldunggeburt](http://www.hilden.de/anmeldunggeburt) (german)

Please note, that the data you enter there must be conscientiously and completely. Should we have any further question, we will contact you. Therefore it is necessary that you enter a phone number, where you can be easily reached.

If you do not understand or speak German, please contact a translator.

If you do not have the technical equipment to fill out the online form, please use the forms available at the information desk in the town hall and hand in the paper version afterwards.