

	SERVICE CARD	WORKING HOURS 8:30-12:30, 13:30-17:30
	<i>Act of birth</i>	Address : Street Aljoughouriya Kairouan 3100.
Organisational unit	Registry office	
Tel./Fax:	77230044	

I. Requested documents

In urban areas:

Anyone who will report the birth shall bring to the civil status agent one of the following documents:

- One of the parent's national identity card.
- Family file
- One of the parent's birth extract

In rural areas:

In rural zones, parents inform about the birth of child the chef of commune (Omda) – a governorat administration officer.

II. PLACE TO SUBMIT DOCUMENTS

In the municipality where the birth takes place especially in the department specific to « civil status » issues. Civil Status agents are in charge of this task.

IV. DEADLINE AND PROCEDURE

- Registration shall be done within 10 days from the day of the child birth, otherwise registration would be achieved only with a resolution from the court

V. / the service procedure

The demand to prepare the act of birth is reported in the Registry Office in the municipality in the place of birth of the child. The civil status agent shall be notified of the child birth either by :

- the child's parents
- The hospital where the child is delivered
- Any person who witnesses the birth

VI. /LEGAL BASE

Articles 22, 23, 24, 25 and 27 of the law n°3 of the year 1957 on the civil status.

Articles 3, 7, and 10 of the civil status law of the year 1965.

A circular from the prime ministry of the year 1989.