



## Frequently Asked Questions about Birth Certificates

### **When will I receive my newborn's birth certificate?**

Newborn birth certificates are usually mailed about three weeks after your child was born. The NYC Office of Vital Records is unable to provide information about your child's birth certificate before then. If you haven't received the certificate within four weeks, call 311 to ask for the status.

### **If I didn't name my child right away, how do I add his or her first name to the birth certificate?**

You can add your child's first name through the hospital where your child was born. There is no fee for changes made by the hospital if they are submitted within 12 months of birth. To add your child's first name, fill out a corrections application (available at [nyc.gov/vitalrecords](http://nyc.gov/vitalrecords) or through 311) and bring it along with the original certificate to the hospital of birth.

### **When will I receive the corrected certificate?**

Revised certificates are usually mailed about six weeks after the application is submitted. For the latest information about processing time, visit [nyc.gov/vitalrecords](http://nyc.gov/vitalrecords).

### **What if there is a mistake on the certificate?**

If the hospital made a mistake when filing the birth certificate and your child is younger than 12 months of age, please contact the hospital of birth to correct the mistake. There is no fee for corrections made by the hospital.

If your child is older than 12 months of age, you must submit changes through the Health Department. Corrections submitted through the Health Department are not processed as quickly as those submitted through the hospital. Simply bring or mail a completed corrections application (available at [nyc.gov/vitalrecords](http://nyc.gov/vitalrecords) or through 311) along with the \$40 processing fee to:

NYC Department of Health and Mental Hygiene  
Corrections Unit  
125 Worth Street, Room 144  
New York, NY 10013

### **How do I add a father's name to the birth certificate?**

To add a father's name, fill out the Acknowledgement of Paternity form with the hospital where your child was born. You also can bring or send a completed form (available at [nyc.gov/vitalrecords](http://nyc.gov/vitalrecords) or through 311) to Room 144 at the above address.

### **When will I receive my child's Social Security card?**

If you applied for your child's Social Security card at the hospital of birth and you provided your child's first name while in the hospital, you should receive it within one month. Please make sure you requested a Social Security number for your child on the Mother/Parent worksheet (question # 2). If you haven't received your child's card or would like to apply for one, visit [ssa.gov](http://ssa.gov) or call 800-772-1213.

**Questions? Need more information?  
Visit [nyc.gov/vitalrecords](http://nyc.gov/vitalrecords) or call 311.**