

All the documents required for new Birth-Certificate Registration.

 To register the birth of children aged 0 to 45 days,

→ Photocopy of vaccination card / delivery report. (if any)

→ Digital birth-registration photocopy of both father and mother. ○


→ Photocopy of NID card of both father and mother (if any)

→ Electricity bill paper. (if any)

→ Photocopy of House Chowkidari Tax Receipt. (if any)


→ With an active mobile phone. ○

 To register the birth of children from 46 days to 1 year,


→ Photocopy of vaccination card/photocopy of delivery report. 


→ Digital birth-registration photocopy of both father and mother. 

→ Photocopy of NID card of both father and mother (if any)

→ electricity bill paper of name of father/mother/grandfather or grandmother. 

→ Photocopy of house chowkidari tax receipt. 

→ With an active mobile phone. 

 To register the birth of children aged 1 to 15 years,

➡ 1 copy of passport size photograph. ○

➡ Photocopy of Immunization Card / School Certificate (Online) / Certificate from School. ○

➡ Digital birth-registration photocopy of both father and mother. ○

➡ Photocopy of NID card of both father and mother (if any)

➡ Power bill paper of father/mother/grandfather/grandmother. ○

➡ Photocopy of house chowkidari tax receipt. ○

➡ with an active mobile phone. ○

📖 To register birth of 16 to 23 year old boy/girl,

➡ 1 copy of passport size photograph. ○

➡ Photocopy of School Certificate (Online) / NID Card/Passport. ○

➡ Digital birth-registration photocopy of both father and mother. ○

➡ Photocopy of NID card of both father and mother (if any)


➡ Power bill paper of father/mother/grandfather/grandmother. ○

➡ Photocopy of house chowkidari tax receipt. ○

➡ with an active mobile phone. ○

📖 For birth registration of male/female above 23 years,

- ➡ 1 copy of passport size photograph. ○
- ➡ Photocopy of School Certificate (Online) / NID Card / Passport. ○
- ➡ Digital birth-registration photocopy of both father and mother. (if any)
- ➡ Photocopy of NID card of both father and mother (if any)
- ➡ Power bill paper of father/mother/grandfather/grandmother. ○
- ➡ Photocopy of house chowkidari tax receipt. ○
- ➡ with an active mobile phone. ○

 All the documents required for new death registration,

→ Photocopy of Digital Birth-Registration of deceased person. ○

→ Photocopy of NID card/passport of deceased person. (If no digital birth-registration) ○

→ Death certificate of the deceased person/ certificate from the burial committee of the burial ground. ○

→ Photocopy of Applicant's Digital Birth-Registration/NID Card. ○

→ Photocopy of NID card of both father and mother of the deceased (if any)

→ Electricity bill paper of applicant's father/ mother/grandfather/grandmother/own name. ○

→ Photocopy of Chowkidari Tax Receipt of applicant's house

→ with an active mobile phone. ○

⚠ The above documents must be brought by yourself or a member of your family, otherwise none of the documents will be accepted.

✓ (Birth registration of children from 0 to 45 days is free.)

(Note: Papers marked "○" must be brought.)