



Checklist for a Consular Report of Birth Abroad (CRBA)

American Citizen Services
American Embassy, Tel Aviv

Please print out this checklist to bring to your appointment signed and dated. Please note that each individual applying for a report of birth and/or U.S. passport needs a scheduled appointment.

Please check the appropriate box in front of each document that you bring with you. Many of the documents require you submit both an original and photocopy. If you do not bring a photocopy as indicated, you may be charged for each page that needs to be copied. The documents should be placed in the same order as the checklist with the original on top of the copy.

This signed checklist / טופס זה חתום

Photo of applicant / תמונה של מגיש הבקשה

You will need a passport photograph, 2in x 2in (5cm x 5cm) set against a white background for the child

[Application for Consular Report of Birth Abroad \(DS-2029\)](#) / טופס בקשה לתעודת לידה is required unsigned, completed. **Do not sign!**

[Application for a U.S. Passport \(DS-11\)](#) / טופס בקשה להוצאת דרכון אמריקאי, if applying for a passport, is required unsigned, completed. **Do not sign!** For children under the age of 16 both parents/legal guardians are required to come in person.

For passport applications for children under 16, if one parent/guardian is absent, a signed and notarized original [Statement of Consent \(DS-3053\)](#) / טופס הסכמה נוטוריני from the absent parent must be submitted. The document is valid for 90 days after the date of signature. The DS-3053 can be notarized at the U.S. Embassy free of charge.

Child's Birth Certificate from the Ministry of Interior / תעודת לידה של הילד ממשד הפנים הישראלי
The child's birth certificate is required. *Please bring the original Birth Certificate and one photocopy.*

Photo identification and growing up photos of child / תמונה מזהה של הילד ותמונות התפתחות של הילד

This is required for school-aged children. If the child does not have an Israeli passport, please also bring school and medical records of the child. Growing up photos should begin as near to birth as possible spanning to the present.

Evidence of parents' U.S. citizenship / הוכחת אזרחות אמריקאית של ההורה/הורים

The U.S. citizen parent(s) must present his/her current and expired U.S. passports and a photocopy of each photo- page. If the U.S. citizen parent was naturalized, he/she must bring the original Certificate of Naturalization and one photocopy.

Passport/Identification for non-U.S. citizen parent / דרכון או תעודה מזהה של ההורה שאינו אמריקאי

A non-U.S. citizen parent must bring his/her passport or other photo identification, such as driver's license or a national ID (תעודת זהות). *Please bring the original ID and one photocopy.*

Evidence of Name Change / הוכחה על שינוי שם

If either the mother's or father's name does not appear the same on all presented documents, evidence of a legal name change must be presented. Accepted evidence includes marriage licenses, divorce decrees, and official name change documents issued by the U.S. or a foreign government.

Parents' marriage certificate, if applicable / (במידה והם נשואים) תעודת נישואין של ההורים

Please bring the original Marriage Certificate and one photocopy.

Divorce and Annulment Decrees/Death Certificates, if applicable / (במידה ויש) תעודת גירושין, תעודת פטירה

The mother and/or father will need to show termination of all prior marriages. Please bring certified translations if the decrees or certificates are not in English.

Evidence of physical presence / הוכחות של שהות פיזית בארה"ב

The U.S. citizen parent must bring proof of living in the United States before the child's birth. Regularly available documents that may establish physical presence in the U.S. include transcripts from high school and/or college, medical records, income tax returns and W2s, and old passports. Other documents may be submitted to evidence presence.

Non-Refundable Application Fee / אין החזר על אגרת תשלום

The fee for a Consular Report of Birth is \$100. The fee for a child's passport under 16 is \$105; for those 16 and over, the fee is \$135. The cashier at the Embassy accepts cash (either dollars or shekels) and international credit cards (Visa, MasterCard, American Express, Discover, or Diners Club).

Application for Social Security Number / בקשה למספר ביטוח לאומי

In order to submit your application for a Social Security Number, you must simultaneously be applying for your newborn's U.S. passport, or bring his/her valid Israeli passport with you to your interview. Please complete the one-page [SS-5 application form](#). In box 16, please put write your permanent address clearly. This address should be valid for at least six months. Remember to sign the form.

Pre-Paid Envelope or Courier Service / מעטפה מבוילת או דואר שליחים

You will need to provide a self-addressed envelope measuring 10" x 13" (25.5cm x 33cm) with at least 16.70 NIS of postage. If a pre-paid envelope is not provided, you can request a courier service envelope. The fee for this service is 40 NIS, payable to the delivery company, by credit card, on receipt of your documents.

REMINDER:

We are here to assist you; however, the biggest obstacle to a quick completion of the CRBA application process is obtaining all of the necessary documents. If you do not bring the required documentation, we will suspend processing of the application and you may be required to schedule another appointment.

The above checklist is a general guideline; you may be asked to provide additional documentation in addition to the documents listed above at the time of your interview. By regulation you will have 90 days to submit the requested documentation or the case will be closed for insufficient evidence to establish U.S. citizenship of the applicant. Please be reminded that all fees are non-refundable.

If you have additional questions, our website, <http://israel.usembassy.gov/service.html>, has additional details and instructions regarding application processes for CRBAs, passports, and other services.

Thank you and we look forward to seeing you.

I hereby certify that I have read the above instructions and that I have all the listed documents applicable to my case in my possession and am prepared to present them at the time of my appointment.

Signature of Applying Parent or Guardian

Date