

CONSULAR REPORT OF BIRTH ABROAD (CRBA)
ACCOMPANIED SPONSORED TOURED FAMILY

(revised February 2013)

Congratulations on your newborn baby! When you have a baby born overseas to U.S. citizen parent(s), the birth of child should be reported to American Embassy in order to acquire U.S. Citizenship by U.S. citizen parent(s). That is called "Consular Report of Birth Abroad" (CRBA) and U.S. passport can be applied simultaneously by submission the following documents listed below. **Social Security Number** will be applied **upon completion** of this Consular Report of Birth Abroad and U.S. Passport.

For your further information, access to U.S. Embassy's website: <http://japan.usembassy.gov/e/acs/tacs-crba.html>

PLEASE DO NOT MAKE ANY UNCHANGEABLE TRAVEL PLANS UNTIL U.S. PASSPORT IS ISSUED.

1. Please fill out the attached worksheet of Consular Report of Birth Abroad and U.S. Passport.
2. Prepare applicable documents listed below. All supporting documents must be ORIGINAL or Certified True copy by issuing authority (record custodian) with a filed date.
3. **The passport application for minors (16 years old and younger) must be signed by both parents of the child with the child's appearance. Please come together with the newborn child. Our notary public needs to identify your child even a newborn.**

❶ ____ Child's Birth Registration issued by a Japanese city/ward office if born in a Japanese hospital ([Shusseido Juri Shoumeisho](#)) or [Birth Record](#) issued by physician if born at the Military hospital; In case of Japanese parent, Japanese Family Registration ([Koseki Tohon](#))

❷ ____ Evidence of the parent(s)' citizenship (U.S. or foreign) ---- the documents below:
Active duty sponsor: [Birth Certificate](#) issued by Vital Statistics Officer in the U.S. OR [U.S. Passport](#) (valid); Naturalization Certificate or Certificate of Citizenship, if naturalized citizen or derived citizenship.
Dependent spouse: Current U.S./Foreign Passport (original) OR U.S. Birth Certificate for U.S. citizen mother. If the mother is Japanese and no passport is available – Japanese Family Registration (original) will suffice.

❸ ____ Marriage Certificate issued by the State where your marriage was registered. In case that one parent is a Japanese and your marriage was taken place in Japan, her/his family registration ([Koseki Tohon](#)) stated on ❶ above will suffice. However, if your marriage was taken place OUT of Japan, please bring the marriage certificate issued by the place of marriage.

❹ ____ Evidence of the termination of any previous marriage(s) of the parent(s) - Official divorce/annulment decree, or death certificate issued by Government/Court.

❺ ____ One color passport photograph of the child with white background – 2x2 inches. The eyes must be open. Photographs measurement is shown on passport worksheet with this packet; Can be taken at Photo Shop off-base OR at Combat Camera at Bldg 1(253-5931) – please call them for detail.

❻ ____ **\$100.00 money order** payable to "American Embassy, Tokyo" – this is a fee for application for Consular Report of Birth Abroad. A money order is purchased at Post Office or Community Bank.

❼ ____ DD Form 1056, "**No-fee**" Passport Request, furnished and signed by your Unit Admin/Personnel Officer

OR

____ A "Letter of Affirmation of Dependency Status on Accompanied Tour" certified by your Unit Admin (See the sample given), if you like to obtain a [fee passport](#) and its fee **\$105.00** by **money order payable** to "American Embassy Tokyo." If you obtain **this regular fee passport, your child is eligible to apply for a social security number along with this package.**

❽ ____ Affidavit of Paternity - In cases where the parents were not married at the time of the child's birth, the U.S. citizen parent must complete Form DS-5507. You may see a legal assistance attorney to get an advice on this affidavit form if you desire.

❾ ____ A Letter of "Military History Assignment" certified by Unit Admin Officer may be required to prove the length of time of physical presence in the U.S. after being naturalized for a naturalized citizen father and non-U.S. citizen mother, **OR** in the case that the baby was born out -of-wedlock, as an evidence of the biological parents' physical presence at the time of conception.

Other ____: _____

Upon assembling all applicable documents, , **please set up appointment, ext 253-5594/5591/5592** (POC – Junko Sakamoto). **Please bring your child for a notary public to identify.** Also, **please do not make any confirmed travel plan, and do not purchase any non-refundable tickets**, just in a case of uncontrolled delay.

Thank you.