



Dear Parent,

Thank you for your inquiry about registering your child as a U.S. citizen.

To apply for a Consular Reporting Birth Abroad (CRBA), please follow the instructions below:

STEP	Action	Notes
1	Complete application for CRBA (DS-2029)	Please don't sign the form
2	-Send the CRBA (DS-2029) to our dedicated email address: AbuDhabiCRBA@state.gov -Send five dates of when you may be available to come to the Embassy and complete the process	-Sending your application or CRBA appointment requests to any other email will not be taken into consideration - Please note that we are only open for CRBA appointment Sunday to Wednesday at 1:00 and 2:30
3	Consular Section will then schedule your appointment and send you a confirmation via email	You are not making online passport appointment, if you scheduled an appointment for passport or notary services, your CRBA applications will not be processed on that appointment

Required Forms to bring on the day of the application (**Complete but DO NOT SIGN**)

- ❖ Application for Consular Report of Birth Abroad DS-2029
- ❖ Passport Application DS-11 and one photo of the child. Photo must be **2 x 2 inches square** with white background. The child must be facing forward with eyes open and parent's' hands cannot be in the photo.
- ❖ Affidavit of having no Social Security number before for the child.
- ❖ Proof of five years physical presence (two years after the age of 14) in the United States if only one parent is an American Citizen and 1 set of copies.
- ❖ If both parents are U.S. citizens, one proof of residency at any time in the United States and 1 set of copies.

Evidence of Parentage and Nationality

- ❖ Child's original UAE birth certificate in English and 2 photocopies.
- ❖ Parents' passports and 2-photocopies of the biographic data pages for each parent.
- ❖ Parents' marriage certificate (plus English translation, if needed) and one photocopy.
- ❖ If applicable, divorce certificates (and a legal translation if necessary) and one photocopy.

Both parents and the child are required to appear in person at the Embassy at the time of interview. Fee must be paid when the applications are submitted: 369 AED for CRBA and 424 AED for the child's passport, for total of 793 AED.

The Embassy advises that newborn children be registered within two months to allow time to obtain UAE residency, if needed. The process takes about up to 6 weeks.

Sincerely,

Consular Section