

Report of recognition (Designation of parental authority) (Day Month Year)						※ Please write after reading the guidelines on the back and, when required to select one option, please circle the number as follows "○".	
① The affiliated person (Child)	Name	Korean or English		Place of family origin		Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
		Chinese characters				Resident Registration No.	-
						Date of birth	
	Permanent domicile address						
	Address						
	Mother's name and permanent domicile address	Name		Resident Registration No.	-		
		Permanent domicile address					
② Recognizer (Parent)	Name	Korean or English		Resident Registration No.	-		
		Chinese characters					
		Permanent domicile address					
③ Confirmation date for recognizing judgment ()		Day	Month	Year	Name of court		court
④ Person with parental authority	Name		Resident Registration No.	-		Relationship with the affiliated person (Child)	<input type="checkbox"/> Father <input type="checkbox"/> Mother
	Date of designation	Day	Month	Year	Cause of designation	<input type="checkbox"/> Agreement <input type="checkbox"/> Decision of ()court	
⑤ Continuous usage of surname·place of family origin	Date of designation	Day	Month	Year	Cause of designation	<input type="checkbox"/> Agreement <input type="checkbox"/> Decision of ()court	
⑥ Other							
⑦ Declarer	Name	Seal or signature			Resident Registration No.	-	
	Relationship	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Executor(Legal representative) <input type="checkbox"/> Propounder of trial(Plaintiff) <input type="checkbox"/> Opponent of trial(Defendant) <input type="checkbox"/> Other(Relationship :)					
	Address						
	Tel. No.				E-mail address		
⑧ Submitter	Name				Resident Registration No.	-	

Written method

※ Please write the nationality on section of permanent domicile address if the affiliated person or recognizer is foreigner.

No. ① : Only if father recognized, please write mother's name and permanent domicile address.

: If the fetus was recognized: please write as "The fetus of ○months in pregnant" on section of name(Korean) but if there are a name for fetus, also please write the name.

: If you wrote the resident register No. on section of resident register No., can omit to write the date of birth in accordance with Article 25. section 2 of law.

No. ③ : Please write only in case of report for recognition in accordance with confirmation of judgment for recognition.

: In case of report for recognition according to conclusion of the arbitration, to decision for replacing the arbitration, to conclusion of the reconciliation or to decision for adjuring the reconciliation, please write on below () of the confirmed date of recognition judgement as "Conclusion of the arbitration", "Decision confirmation for replacing the arbitration" or "Conclusion of the reconciliation", "Decision confirmation for adjuring the reconciliation" and write date of the conclusion(confirmation) on section of date.

No. ④ : Only in case the person of parental authority for the affiliated person is fixed, please write.

: Date of designation - In case of agreement→Date of agreement, In case of court's decision →Date of judgment

: Cause of designation - In case of court's decision, please write the name of court in ().

No. ⑥ : Please write below items and specially necessary matters for registering to clear the family relation.

- If the affiliated person known about father or mother after creating surname and place of family origin, please write the reason why follow surname and place of family origin of father or mother.

- If you recognized the deceased child, please write the affiliated person's date of death, name of lineal descendant, date of birth and permanent domicile address.

- If an incompetent recognize, please write name, signature(or seal) and resident register No. of assentient (guardian).

- If the affiliated person has spouse or lineal descendant, please write their name(Korean with Chinese character), date of birth, name of parents and relation with the affiliated person.

- If you recognized a will, please write the purpose and taken up date of executer.

No. ⑧ : Please write name and resident register No. of submitter(Regardless of the reporter is true or not)

[접수담당공무원은 신분증과 대조]

Attached documents

1. One set for copy of judgment and certificate of confirmation.

- Please attach only in case of recognition report according to confirm of recognition judgment.

- In case of recognition's report according to conclusion of the reconciliation or to conclusion of the arbitration, please attach the copy of reconciliation protocol (protocol of arbitration) and dispatch certificate.(In case of decision for replacing arbitration or decision for adjuring reconciliation, please attach copy of decision and confirmation certificate).

※ In case of below No. 2, if the contents is checked by computer at office of family relation register, omit to attach.

2. Each one set basic certificate, marriage relation certificate and family relation certificate of family relation register for mother at birth time of the affiliated person.(If mother of the affiliated person hasn't the family relation register or isn't clear to be registered or not, a written notarization of the fact that the mother wasn't a married woman at birth time of the affiliated person or a guarantee of companion of more two persons).

3. One set a written for certificating the designation of parental authority person(Please attach the relevant written according to the cause of designation).

: The designation by agreement- Agreement, : The designation by decision of court-Copy of judgment for designation of parental authority person and certificate of decision

4. Copy of will(or a written paper of the recorded will) one set.

5. If the recognizer is foreigner, a written paper to certificate the nationality.

6. If a court permit to use surname-place of family origin continually - Each 1 set a copy of court records and certificate of decision.

If the parents agree to use surname-place of family origin continually - If one side of parents report, please attach one set the certificating documents about agreement fact.

7. Identification[In accordance with Article. 23 the established rule of family relation register]

① In case of voluntary recognition

- In case of attendance of declarer : Certificate of identification

- In case of nonappearance of declarer and attendance of submitter : Certificate of identification for submitter and certificate of identification for reporter or a written notarization or certificate of seal impression(If the reporter signed on report without certificate of identification for reporter, notarize in signature and put the seal impression, attach a certificate of seal impression)

- In case of submission by postal : Notarization of signature or certificate of seal impression(If you signed on report, attach a notarization of signature, if you put your seal impression, attach a certificate of seal impression)

② In case of recognition on trial

- In case of attendance of reporter : Certificate of identification

- In case of attendance of submitter : Certificate of identification for submitter

- Copy for certificate of identification : In case of submission by postal

※ If you report the recognition as method of Korean law for person who was born without marriage between Korean mother and foreigner father, have to attach all next written paper.

-The written paper one set for certificating relation with the chosen law as proper law of relevant recognition action and recognizer.

Ex. : Basic certificate of family relation register for child and certificate of family relation or copy of resident register for certificating above address of child and etc.

-One set of required certificate of the established requirement for stamp which is issued by authorized organization of the affiliated country of proper law.

- The written paper one set for certificating the status for example father's nationality and etc.

Report of recognition

[Designation of parental authority]

[인지(친권자지정)신고서]

※ Writing method (작성방법)

- Please write the nationality on section of permanent domicile address if the affiliated person(child) or recognizer(parent) is foreigner.
(피인지자 또는 인지자가 외국인인 경우에는 등록기준지란에 그 국적을 기재합니다.)
- Only if father recognized, please write mother's name and permanent domicile address.
(모의 성명 및 등록기준지는 부(父)가 인지한 경우에만 기재합니다.)
- If the fetus was recognized: please write as "The fetus of ○months in pregnant" on section of name(Korean) but if there are a name for fetus, also please write the name.
(태아를 인지하는 경우: 성명(한글)란에 “임신 ○개월 중의 태아”라고 기재하되, 성명이 있는 경우에는 성명까지 기재합니다.)
- If you wrote the resident register No. on section of resident register No., can omit to write the date of birth in accordance with Article 25 Section 2 of the Law.
(법 제25조제2항에 따라 주민등록번호란에 주민등록번호를 기재한 때에는 출생연월일의 기재를 생략할 수 있습니다.)

① The affiliated person(Child) (피인지자)

- Please write name in Korean or English and in Chinese characters.
(피인지자의 성명을 한글과 한자로 쓰세요.)
- Please write place of family origin(Chinese characters).
(피인지자의 본(한자)을 쓰세요)
- Please check sex on 1)Male 2)Female.
(피인지자의 성에 1)남자 2)여자를 체크하세요)
- Please write resident registration No.
(피인지자의 주민등록번호를 쓰세요)
- Please write date of birth(Year / Month / day).
(피인지자의 출생연월일을 쓰세요)
- Please write permanent domicile address and address.
(피인지자의 등록기준지와 주소를 쓰세요)
- Please write mother's name and permanent domicile address.
(피인지자의 모의 성명과 등록기준지를 쓰세요)
- Please write mother's resident register No.
(피인지자의 모의 주민등록번호를 쓰세요)

② Recognizer(Parent) (인지자)

- Please write name in Korean or English and in Chinese characters.
(인지자의 성명을 한글과 한자로 쓰세요.)
- Please write resident registration No. and permanent domicile address.
(인지자의 주민등록번호와 등록기준지를 쓰세요)

③ Confirmation date for recognizing judgment (인지판결확정일자)

※ Writing method (작성방법)

- Please write only in case of report for recognition in accordance with confirmation of judgment for recognition.
(인지재판의 확정에 따른 인지신고의 경우에만 기재합니다.)
- In case of report for recognition according to conclusion of the arbitration, to decision for replacing the arbitration, to conclusion of the reconciliation or to decision for adjuring the reconciliation, please write on below () of the confirmed date of recognition judgement as "Conclusion of the arbitration", "Decision confirmation for replacing the arbitration" or "Conclusion of the reconciliation", "Decision confirmation for adjuring the reconciliation" and write date of the conclusion(confirmation) on section of date.
(조정성립, 조정에 갈음하는 결정, 화해성립이나 화해권고결정에 따른 인지신고의 경우에는 “인지판결확정일자”아래의() 안에 “조정성립”, “조정에 갈음하는 결정확정” 또는 “화해성립”, “화해권고 결정확정”이라고 기재하고, “년월일”란에 그 성립(확정)일을 기재합니다.)
- Please write confirmation date(Year/Month/day) for recognizing judgment and name of court.
(인지판결확정일자(년,월,일)와 법원명을 쓰세요)

④ Person of parental authority (친권자)

※ Writing method (작성방법)

- Only in case the person of parental authority for the affiliated person is fixed, please write.
(피인지자에 대한 친권자가 정하여진 경우에만 기재합니다.)
- Date of designation - In case of agreement→Date of agreement,
In case of court's decision →Date of judgment
(지정일자 - 협의에 의한 경우→협의일자, 법원의 결정에 의한 경우→심판일자)
- Cause of designation-In case of court's decision, please write the name of court in ().
(지정원인 - 법원의 결정에 의한 경우에는 ()안에 그 결정법원명을 기재합니다.)
- Please write name and resident registration No.

(친권자의 성명과 주민등록번호를 쓰세요)

- Please check on relation with the affiliated person(child) (1)Father 2)Mother).
(친권자와 피인지자의 관계에 체크하세요. 1)부 2)모)

- Please write the date of designation. (친권자 지정일을 쓰세요)

- Please write the cause of designation. (친권자 지정원인에 체크하세요)

(1) Agreement (협의)

(2) Decision of (Name of court) court (법원(법원명을 쓰세요)의 결정)

⑤ Continuous usage surname · place of family origin (성.본 계속사용)

- Please write the date of designation. (친권자 지정일을 쓰세요)

- Please write the cause of designation. (친권자 지정원인에 체크하세요)

(1) Agreement (협의)

(2) Decision of (Name of court) court. (법원(법원명을 쓰세요)의 결정)

⑥ Other (기타사항)

※ Writing method (작성방법)

- Please write below items and specially necessary matters for registering to clear the family relation.

(아래의 사항 및 가족관계등록부에 기록을 분명하게 하는데 특히 필요한 사항을 기재합니다.)

- If the affiliated person known about father or mother after creating surname and place of family origin, please write the reason why follow surname and place of family origin of father or mother.

(피인지자가 성과 본을 창설한 후 부 또는 모를 알게 된 때에는 부 또는 모의 성과 본을 따르는 사유)

- If you recognized the deceased child, please write the affiliated person's date of death, name of lineal descendant, date of birth and permanent domicile address.

(사망한 자녀를 인지하는 경우에는 피인지자의 사망연월일, 그 직계비속의 성명, 출생연월일 및 등록기준지)

- If an incompetent recognize, please write name, signature(or seal) and resident register No. of assentient(guardian).

(금치산자가 인지를 하는 경우에는 동의자(후견인)의 성명, 서명(또는 날인) 및 주민등록번호)

- If the affiliated person has spouse or lineal descendant, please write their name (Korean with Chinese character), date of birth, name of parents and relation with the affiliated person.

(피인지자에게 배우자나 직계비속이 있는 경우에는 그 사람의 성명(한글 · 한자병기),

생년월일, 부모성명, 피인지자와의 관계)

- If you recognized a will, please write the purpose and taken up date of executer.
(유언인지의 경우 그 취지 및 유언집행자의 취임연월일)

⑦ Declarer (신고인)

- Please write declarer's name and seal or signature.
(신고인 이름을 쓰고 서명날인하세요)
- Please write declarer's resident register No.
(신고인의 주민등록번호를 쓰세요)
- Please check on qualification of declarer. (신고인의 자격에 체크하세요.)
1) Father 2) Mother 3) Executor(Legal representative) 4) Propounder of trial
5) Opponent of trial 6) Other(Qualification:)
(1) 부 2) 모 3) 유언집행자 4) 소 제기자 5) 소의 상대방 6) 기타(자격:))
- Please write declarer's address, tel No. and e-mail address.
(신고인의 주소, 전화번호, 이메일을 쓰세요)

⑧ Submitter (제출자)

- Please write name and resident register No. of submitter.
(Regardless reporter is true or not)
(제출자(신고인 여부 불문)의 성명 및 주민등록번호 기재)
([접수담당공무원은 신분증과 대조])

❖ Attached documents 첨부서류

1. One set for copy of judgment and certificate of confirmation

(판결등본 및 확정증명서 1통)

- Please attach only in case of recognition report according to confirm of recognition judgment.
(인지판결의 확정에 따른 인지신고의 경우에만 첨부합니다.)
- In case of recognition's report according to conclusion of the reconciliation or to conclusion of the arbitration, please attach the copy of reconciliation protocol (protocol of arbitration) and dispatch certificate. (In case of decision for replacing arbitration or decision for adjuring) reconciliation, please attach copy of decision and confirmation certificate)
(화해성립이나 조정성립에 따른 인지신고의 경우에는 그 화해조서(조정조서) 등본과 송달증명서를 첨부합니다(조정에 갈음하는 결정 또는 화해권고결정의 경우에는 결정등본 및 확정증명서)

※ In case of below No. 2, if the contents is checked by computer at office of family relation register, omit to attach.

(아래 2항은 가족관계등록관서에서 전산으로 그 내용을 확인할 수 있는 경우 첨부를 생략합니다.)

2. Each one set basic certificate, marriage relation certificate and family relation certificate of family relation register for mother at birth time of the affiliated person
(If mother of the affiliated person hasn't the family relation register or isn't clear to be registered or not, a written notarization of the fact that the mother wasn't a married woman at birth time of the affiliated person or a guarantee of companion of more two persons)
(피인지자의 출생당시 모(母)의 가족관계등록부의 기본증명서 및 혼인관계증명서, 가족관계증명서 각 1통(피인지자의 모의 가족관계등록부가 없거나, 등록이 되어 있는지가 분명하지 아니한 사람인 경우에는 그 모가 피인지자의 출생당시 유부녀(有夫女)가 아니었음을 공증하는 서면 또는 2명 이상의 인우인보증서).
3. One set a written for certificating the designation of parental authority person
(Please attach the relevant written according to the cause of designation)
(친권자지정내용을 증명하는 서면 1통(다음 중 그 지정원인에 따라 해당 서면 첨부)
 - The designation by agreement- Agreement
 - The designation by decision of court - Copy of judgment for designation of parental authority person and certificate of decision
(협의를 의한 지정 - 협의서)
(법원의 결정에 의한 지정 - 친권자지정심판서등본 및 확정증명서)
4. Copy of will(or a written paper of the recorded will) one set
(유언서등본(또는 유언녹음을 기재한 서면) 1통)
5. If the recognizer is foreigner, a written paper to certificate the nationality
(인지자가 외국인인 경우 그 국적을 증명하는 서면)
6. If a court permit to use surname · place of family origin continually -
Each 1 set a copy of court records and certificate of decision
(법원이 성 · 본 계속사용을 허가한 경우 - 재판서등본 및 확정증명서 각 1부)
(If the parents agree to use surname · place of family origin continually -
If one side of parents report, please attach one set the certificating documents about agreement fact)
(성 · 본계속사용을 부모가 협의한 경우 - 부모 중 일방이 신고할 경우에는 협의

사실을 증명하는 서류 1부)

7. Identification[In accordance with Article. 23 the established rule of family relation register] 신분확인[가족관계등록예규 제23호에 의함]

① In case of voluntary recognition 임의인지의 경우

- In case of attendance of declarer : Certificate of identification
(신고인이 출석한 경우 : 신분증명서)
- In case of nonappearance of declarer and attendance of submitter :
Certificate of identification for submitter and certificate of identification for reporter or a written notarization or certificate of seal impression(If the reporter signed on report without certificate of identification for reporter, notarize in signature and put the seal impression, attach a certificate of seal impression)
(신고인 불출석, 제출인 출석의 경우 : 제출인의 신분증명서 및 신고인의 신분증명서 또는 서면공증 또는 인감증명서(신고인의 신분증명서 없이 신고서에 신고인이 서명한 경우 서명공증, 신고서에 인감 날인한 경우 인감증명))
- In case of submission by postal : Notarization of signature or certificate of seal impression(If you signed on report, attach a notarization of signature, if you put your seal impression, attach a certificate of seal impression)
(우편제출의 경우 : 서명공증 또는 인감증명서(신고서에 서명한 경우 서명공증, 인감을 날인한 경우는 인감증명서))

② In case of recognition on trial 재판상 인지의 경우

- In case of attendance of reporter : Certificate of identification
(신고인이 출석한 경우 : 신분증명서)
- In case of attendance of submitter : Certificate of identification for submitter
(제출인이 출석한 경우 : 제출인의 신분증명서)
- Copy for certificate of identification : In case of submission by postal
(신분증명서 사본 : 우편으로 제출하는 경우)

※ If you report the recognition as method of Korean law for person who was born without marriage between Korean mother and foreigner father, have to attach all next written paper.

(한국인 모와 외국인 부사이의 혼인외 출생자에 대하여 한국법의 방식에 의한 인지 신고를 하는 경우에는 다음의 서면을 모두 첨부하여야 합니다.)

- The written paper one set for certificating relation with the chosen law as proper law of relevant recognition action and recognizer.

(해당 인지행위의 준거법으로 선택한 법과 인지당사자와의 관련을 증명하는 서면 1통)

Ex. : Basic certificate of family relation register for child and certificate of family relation or copy of resident register for certificating above address of child and etc.

예 : 자녀의 가족관계등록부의 기본증명서 및 가족관계증명서 또는 현재 자녀의 거소지를 증명하는 주민등록등본 등

- One set of required certificate of the established requirement for stamp which is issued by authorized organization of the affiliated country of proper law.
(준거법 소속국의 권한 있는 기관이 발행한 인지의 성립요건구비증명서 1통)
- The written paper one set for certificating the status for example father's nationality and etc.
(부(父)의 국적 등 신분을 증명하는 서면 1통)