

99101004000000, 99101004000000

# Death certificate

Heruntergeladen am 07.07.2025

<https://fimportal.de/xzufi-services/121385147/L100002>

Modul	Sachverhalt
Leistungsschlüssel	99101004000000, 99101004000000
Leistungsbezeichnung I	Death certificate
Leistungsbezeichnung II	
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Nordrhein-Westfalen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt
Leistungsgruppierung	Sterbefall (101)
Verrichtungskennung	
SDG-Informationsbereich	Vorschriften für den Todesfall, einschließlich solcher über die Überführung der sterblichen Überreste in einen anderen Mitgliedstaat
Lagen Portalverbund	Urkunden und Bescheinigungen (1070200), Todesfall (1190100)
Einheitlicher	

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Ansprechpartner	Nein
Fachlich freigegeben am	15.04.2021
Fachlich freigegeben durch	Ministry of the Interior of the State of North Rhine-Westphalia
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/pstg/_28.html">https://www.gesetze-im-internet.de/pstg/_28.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_29.html">https://www.gesetze-im-internet.de/pstg/_29.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_30.html">https://www.gesetze-im-internet.de/pstg/_30.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_31.html">https://www.gesetze-im-internet.de/pstg/_31.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_55.html">https://www.gesetze-im-internet.de/pstg/_55.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_60.html">https://www.gesetze-im-internet.de/pstg/_60.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_62.html">https://www.gesetze-im-internet.de/pstg/_62.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_38.html">https://www.gesetze-im-internet.de/pstg/_38.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_28.html">https://www.gesetze-im-internet.de/pstg/_28.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_29.html">https://www.gesetze-im-internet.de/pstg/_29.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_30.html">https://www.gesetze-im-internet.de/pstg/_30.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_31.html">https://www.gesetze-im-internet.de/pstg/_31.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_55.html">https://www.gesetze-im-internet.de/pstg/_55.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_60.html">https://www.gesetze-im-internet.de/pstg/_60.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_62.html">https://www.gesetze-im-internet.de/pstg/_62.html</a> <a href="https://www.gesetze-im-internet.de/pstg/_38.html">https://www.gesetze-im-internet.de/pstg/_38.html</a>
Teaser	You can find out more about the death certificate.
Volltext	<p>You can only receive a death certificate once the death has been recorded in the register of deaths by the registry office. In North Rhine-Westphalia, the death certificate must be issued by the same registry office that previously recorded the death in the death register. The registry office at the place where the person died is responsible. It cannot issue a death certificate if the death was registered by another German registry office. The death must be reported to the registry office at the place of death no later than the 3rd working day following the death. If the person has died in a hospital, a retirement or nursing home or in another institution, the institution must report the death in writing. Otherwise, the obligation to notify orally is based on the following order:</p> <ol style="list-style-type: none"> <li>1. any person who lived in the same household as the deceased person</li> <li>2. the person in whose home the death occurred</li> </ol>

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3. any person who was present at the death or knows of the death.

If you wish to report a death, you should submit the following documents of the deceased person to the registry office:

- Marriage or civil partnership certificate of the last marriage or civil partnership and, if applicable, proof of dissolution
- birth certificate
- proof of the last place of residence
- medical certificate of death.

If you commission a funeral home registered with a Chamber of Crafts or Chamber of Industry and Commerce to carry out the funeral, the funeral home can submit the notification in writing. The death certificate contains the following information:

- First name
- Surname
- Place and date of birth
- Legal affiliation to a religious community (if requested by the notifier)
- last place of residence
- marital status
- First name and surname of the spouse or civil partner
- Place and time of death.

## Erforderliche Unterlagen

The following documents relating to the deceased person must be submitted with the notification of death:

- Marriage or civil partnership certificate of the last marriage or civil partnership
- if applicable, proof of the dissolution of the last marriage or civil partnership
- Birth certificate (if the registration data of the birth cannot be derived from a marriage or civil partnership certificate)
- identity card
- Proof of last place of residence
- Medical certificate of death (death certificate).

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Please ask the relevant registry office whether you need to submit any other documents. The following documents must be submitted for the issue of a death certificate:

if you appear in person:

- Valid identity card or passport (if you order in writing, enclose a certified copy instead),

in the case of representation, e.g. by a funeral home:

- written authorization from the person requesting the death certificate to be issued
- valid identity card or passport of the authorized person.
- If necessary, proof of legitimate or legal interest must be provided.

## Voraussetzungen

A death certificate can be issued to the following persons:

- Spouse of the deceased person
- Life partner (within the meaning of the Civil Partnership Act) of the deceased person
- Ancestors and descendants of the deceased person, such as parents, children, grandchildren
- siblings of the deceased person, if they can credibly demonstrate a legitimate interest (a legitimate interest is deemed to exist if the interest, which may also be of an economic, scientific, family or other nature, is considered justified after considering the facts of the case); it is sufficient to demonstrate credibility if the claimed interest in use appears probable and convincing
- other persons, including close relatives of the deceased person such as aunts and uncles, if they can credibly demonstrate a legal interest (a legal interest exists if knowledge of the birth data is required to pursue rights or defend against claims), for example by submitting a letter from the probate court, a court judgment or an enforceable title.
- Applicants must be at least 16 years old.

## Kosten

- Administrative fee for the issue of a death certificate

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(first copy): EUR 10 - Administrative fee for the issue of a further death certificate, if this is applied for at the same time and issued at the same time: EUR 5  
Municipalities in NRW can issue their own fee regulations (statutes) with different fee rates.

## Verfahrensablauf

Apply in person:

- Go to the registry office that certified the death in North Rhine-Westphalia.
- Present your valid identity card or passport to prove your identity.
- You usually pay the fee in advance when applying at the registry office.

Representation:

- A person you trust or a funeral home commissioned by you can order and collect the death certificate on your behalf.
- In addition to a written power of attorney granted by you, your representative must present a valid identity card or passport.

Application by post or fax:

- Send an informal letter to the relevant registry office asking them to issue you with a death certificate.
- Depending on the city or municipality, you may also find application forms on the Internet

Your letter must contain the following information:

- Surname, first name,
- Date and place of birth
- if known: Registry office and notarization number
- Enclose a certified copy of your valid identity card or passport with the letter.

You will receive a notification of fees when the certificate is sent to you. Sending the death certificate by e-mail is not possible

## Bearbeitungsdauer

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### Frist

The death of a person must be reported to the registry office of the place of death by the persons or institutions obliged to report the death institutions no later than the 3rd working day following the death. The application for the issue of a death certificate is not subject to any deadline. However, a death certificate can only be issued after the death has been recorded in the death register. has been recorded.

### weiterführende Informationen

### Hinweise

### Rechtsbehelf

### Kurztext

- Death certificate
- is created from the death register
- contains the following information: First name Family name Place and date of birth Legal affiliation to a religious community (if requested by the notifying party) last place of residence marital status First name and surname of the spouse or civil partner Place of death Time of death
- Death must be reported to the registry office of the place of death no later than the 3rd working day following the death
- must be notified verbally in the order specified:
  1. any person who lived in the same household as the deceased person
  2. person in whose home the death occurred
  3. any person who was present at the death or knows of the death
- the notification can be made in writing if the person obliged to notify has commissioned a registered funeral home to do so
- in the case of deaths in hospitals, old people's homes and nursing homes, these are obliged to make a written notification
- Documents to be submitted with the notification: Marriage or civil partnership certificate of the last marriage or civil partnership and, if applicable, proof of dissolution, birth certificate proof of the last place of

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	residence medical certificate of death Responsible: Registry office of the place of death
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Death certificate, Sterbeurkunde