

99101016012000

Notify the registry office (Standesamt) of a death

Heruntergeladen am 18.06.2025

<https://fimportal.de/xzufi-services/6000887/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99101016012000
Leistungsbezeichnung I	Notify the registry office (Standesamt) of a death
Leistungsbezeichnung II	Notify the registry office (Standesamt) of a death
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	

Modul	Sachverhalt
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	<ul style="list-style-type: none"> • § 28 • § 29 PStG – Anzeige durch Personen • § 30 PStG – Anzeige durch Einrichtungen und Behörden • § 31 PStG – Eintragung in das Sterberegister • Anlage 1 zu § 1 • § 14 Absatz 3 • § 64
Teaser	Every death must be reported to the registry office of the municipality in whose jurisdiction the death occurred. The death certificate is a prerequisite for the notification.
Volltext	<p>Every death must be reported to the registry office of the municipality in whose jurisdiction the death occurred. The death certificate is a prerequisite for the notification.</p> <p>The registry office makes the entry in the register of deaths and issues the death certificate.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> • Identity card or passport of the deceased • Identity card or passport of the person reporting the death • Medical death certificate (sheets 1 and 2 (confidential part) and sheets A and B (non-confidential part) in the envelope) • Proof of the deceased's last place of residence • for unmarried deceased persons: • for married deceased persons: • for deceased persons who were in a registered civil partnership: • for divorced deceased persons: • for widowed deceased persons: • If the registry office where the death is reported is also responsible for issuing the above-mentioned documents, these do not have to be submitted. - If you have these documents, it is recommended that you submit them at the same time to speed up the procedure. • In special cases, further documents may be required

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	(e.g. translations).
Voraussetzungen	The doctor must have carried out a post-mortem examination and issued a death certificate.
Kosten	<ul style="list-style-type: none"> • Notification of death and notarisation in the death register: • Death certificates for statutory pension insurance, pension and social security office: free of charge • Certificates: EUR 15.00 (EUR 7.00 for each additional certificate requested at the same time)
Verfahrensablauf	<p>The following persons are obliged to report the death in the following order</p> <ul style="list-style-type: none"> • any person who lived with the deceased in the same household • the person in whose home the death occurred • any person who was present when the death occurred or who has knowledge of the death from their own knowledge <p>The death must always be reported in person. If you, as the person obliged to notify, have commissioned a funeral parlour to carry out the funeral, the funeral parlour will notify the registry office on your behalf. If the death occurred in a hospital, retirement or nursing home, prison or other institution, the organisation responsible for the institution is obliged to report the death to the registry office. If there are indications of a non-natural death, the public prosecutor's office notifies the registry office of the death.</p>
Bearbeitungsdauer	
Frist	Notification: no later than the 3rd working day following the date of death
weiterführende Informationen	
Hinweise	
Rechtsbehelf	not applicable
Kurztext	
Ansprechpunkt	

Modul

Sachverhalt

Zuständige Stelle

Formulare

Ursprungsportal