

99101004012000

Apply for a death certificate for a family member

Heruntergeladen am 27.07.2025

<https://fimportal.de/xzufi-services/100824193/L100010>

Modul	Sachverhalt
Leistungsschlüssel	99101004012000
Leistungsbezeichnung I	Apply for a death certificate for a family member
Leistungsbezeichnung II	Apply for a death certificate for a family member
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Saarland
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Sterbefall (101)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Vorschriften für den Todesfall, einschließlich solcher über die Überführung der sterblichen Überreste in einen anderen Mitgliedstaat
Lagen Portalverbund	Todesfall (1190100), Urkunden und Bescheinigungen

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	(1070200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	26.06.2024
Fachlich freigegeben durch	Ministry of the Interior, Building and Sport
Handlungsgrundlage	https://www.gesetze-im-internet.de/pstg/_55.html https://www.gesetze-im-internet.de/pstg/_60.html https://www.gesetze-im-internet.de/pstg/_62.html https://www.gesetze-im-internet.de/pstg/_55.html https://www.gesetze-im-internet.de/pstg/_60.html https://www.gesetze-im-internet.de/pstg/_62.html
Teaser	If one of your family members has died, you can apply for a death certificate at the relevant registry office.
Volltext	<p>The death certificate is a document that certifies the death of a person. Every death must be reported to the registry office in whose jurisdiction the death occurred no later than the third working day following the death.</p> <p>You can have the death certificate issued as a family member at the registry office that recorded the death. Saarland has also made use of the option granted by the Civil Status Act to set up a central electronic civil status register at state level. This enables citizens throughout Saarland to obtain information from Saarland civil status registers or civil status certificates from all registry offices, provided that the civil status cases are recorded electronically. This has regularly been the case since 01.01.2009.</p> <p>You can obtain the death certificate in the following forms:</p> <ul style="list-style-type: none"> • Death certificate (possibly with translation aid for use in EU countries) • Multilingual death certificate (for use abroad) • Certified printout from the register of deaths <p>A certified printout from the death register shows all the data entered by the registry office in connection with the death.</p>

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The death certificate can be important, for example, for

- the funeral and its preparation (such as for the coffin and transfer),
- the settlement of the estate and
- claiming statutory or private insurance benefits.

Erforderliche Unterlagen

To apply for a death certificate, you will need

- Your identity card or passport (a copy if applying in writing)
- for close relatives: Proof of relationship, such as a birth certificate, marriage certificate or civil partnership certificate
- in the case of application or collection by a representative: written power of attorney from the authorized person, their identity card (original or copy) or passport (original or copy) and the identity card or passport (original) of the representative
- for siblings of the deceased person: Proof of the family relationship
- Proof of the legitimate interest,
- for other persons, including close relatives such as aunts and uncles, proof of their legal interest (e.g. a letter from the probate court, a court judgment or an enforceable title)

Voraussetzungen

The personal data in the civil status register is subject to data protection. Death certificates can therefore only be issued

- for the last spouse, or
- for the last civil partner (within the meaning of the Civil Partnership Act)
- ancestors and descendants of the deceased person (such as parents or grandparents as well as children and grandchildren),
- Siblings, if they can credibly demonstrate a legitimate interest
- Other persons, including close relatives such as aunts and uncles, will only receive a death certificate if they can credibly demonstrate a legal interest (examples: Letter from the probate court, court judgment or enforceable title).

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	Applicants must be at least 16 years old.
Kosten	<p>Fee for a death certificate: 11.00 euros</p> <p>Fee for a certified printout: 11.00 euros</p> <p>Fee for a multilingual death certificate: 11.00 euros</p> <p>Fee for issuing a translation aid (multilingual form pursuant to Art. 7 Regulation (EU) No. 2016/1191): EUR 11.00</p> <p>Fee for each additional copy if requested at the same time as the first copy: EUR 5.50</p> <p>Fee for death certificate for the statutory pension insurance or for the social security office: none</p>
Verfahrensablauf	<p>You can apply for a death certificate in person or in writing.</p> <p>Applying in person:</p> <ul style="list-style-type: none"> • An appointment may be required for a personal application. • Go to the registry office that recorded the death. If the death took place in Saarland, you can also apply for a death certificate at any other registry office in Saarland, provided the entry is recorded electronically. This has regularly been the case since 2009. • To prove your identity, present your identity card or passport. • You usually pay the fee directly at the registry office when you apply. • In addition to yourself, a person you trust may also order and collect the certificate on your behalf. In addition to a written power of attorney issued by you, the person must present your identity card or passport (original or copy) and their own identity card or passport. <p>Written application:</p> <ul style="list-style-type: none"> • Send an informal letter to the relevant registry office

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asking them to issue you with a death certificate.
 Depending on what the town or municipality offers, you can also find application forms on the Internet or order them electronically.

- Your letter must contain the following information: Surname, first name Your registration address Date and place of birth Surname, first name and date of birth of the deceased person if known: Registry office and notarization number the reason for the application If necessary, further proof, for example of legal interest
- Enclose a copy of your identity card or passport with the letter.
- Please enquire at the registry office about payment options and the specific fee amount

Bearbeitungsdauer

Depending on the individual case

Frist

The period of 30 years for keeping the register of deaths by the registry office must not have expired.
 Retention period: 30 years

weiterführende Informationen
Hinweise
Rechtsbehelf

- Application for a court decision at the competent district court

Kurztext

- Issue of death certificate
- Every death must be reported to the registry office in whose jurisdiction the death occurred; at the latest on the third working day following the death
- The death certificate proves the death of a person and contains, among other things, details of the first name and surname of the deceased as well as the place and date of birth, the place and time of death
- A death certificate can be issued as soon as the death has been recorded in the death register
- Responsible: Registry office in whose district the death occurred

Ansprechpunkt
Zuständige Stelle
Formulare

Modul	Sachverhalt
Ursprungsportal	Apply for a death certificate for a family member, Sterbeurkunde eines Familienmitglieds beantragen