

99027002012000

Request birth certificate

Heruntergeladen am 27.07.2025

<https://fimportal.de/xzufi-services/169-99027002012000/L100022>

Modul	Sachverhalt
Leistungsschlüssel	99027002012000
Leistungsbezeichnung I	Request birth certificate
Leistungsbezeichnung II	Request birth certificate
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Baden-Württemberg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	

Modul	Sachverhalt
Fachlich freigegeben durch	
Handlungsgrundlage	
Teaser	Do you need a birth certificate?
Volltext	<p>Do you need a birth certificate?</p> <p>You can only obtain your birth certificate at the registry office in your place of birth. The registry office issues it from the birth register.</p> <p>The birth certificate contains the following information:</p> <ul style="list-style-type: none"> • First name, maiden name and sex of the child • Date and place of birth • The first names and surnames of the parents • legal affiliation of the child and its parents to a religious community, if the affiliation is evident from the register entry <p>Note: The following information will not be included at your request:</p> <ul style="list-style-type: none"> • Sex • Parents' first names and surnames • Religious affiliation <p>Certified printout from the register of births</p> <p>In addition to the birth certificate, there is also a certified printout from the register of births. You need this for a marriage, for example. This is a copy of the entry in the register of births kept at the registry office or, in the case of electronically kept registers, a printout of it. In addition to the details of the birth (including the time of birth and details of the parents), it also contains subsequent changes such as adoption or a change of name. The certified register printout thus replaces the former certificate of descent.</p> <p>International birth certificate</p> <p>An International Birth Certificate is a multilingual birth certificate. You can use it abroad without a translation.</p>

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	<p>It is valid in all states that are party to the Convention of 8 September 1976 on the Issuance of Multilingual Extracts from Civil Status Records. In the annex to the Convention you will find a list of the contracting states.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> • in case of personal appearance: identity card or passport In case of representation: possibly proof of legitimate interest (in case of siblings) written power of attorney of the authorised person to whom the entry relates Identity card of the authorised person • possibly proof of legal interest (e.g. letter from the probate court, court judgment or enforceable title)
Voraussetzungen	<p>The following persons over the age of 16 are eligible to apply:</p> <ul style="list-style-type: none"> • Persons to whom the entry in the register relates • Spouses and civil partners • Ancestors and descendants (for example, children, grandchildren) • Siblings, if they can credibly demonstrate a legitimate interest • other persons who substantiate a legal interest
Kosten	<ul style="list-style-type: none"> • Birth certificate or certified printout from the register of births: EUR 12.00 each • International birth certificate: EUR 12.00
Verfahrensablauf	<p>You must apply for the birth certificate at the registry office that registered your birth.</p> <p>The options for applying at your registry office may differ depending on the registry office.</p> <p>At some registry offices you can apply for the certificate in person.</p> <p>A written application is also possible. Some registry offices offer that you can also order the certificates by fax, e-mail or telephone.</p> <p>In the cases mentioned, you must clarify with the registry office</p> <ul style="list-style-type: none"> • whether they should send you the certificate or you should collect it and

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	<ul style="list-style-type: none"> • how you can pay fees (for example, by bank transfer or in cash when you collect it). <p>Some municipalities and cities also offer forms for electronic ordering on the internet.</p> <p>You can also be represented when applying for or collecting the certificate. In that case, you must also present</p> <ul style="list-style-type: none"> • a copy of your identity card or passport, • a power of attorney and • the identity card or passport of the representative <p>Notice: Immediate issuance of the certificate is not always possible.</p>
Bearbeitungsdauer	
Frist	none
weiterführende Informationen	
Hinweise	none
Rechtsbehelf	You can lodge an appeal against a negative decision. You will find the responsible office in the instructions on appealing the decision.
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	