

99027002012000

Apply for a birth certificate

Heruntergeladen am 29.07.2025

<https://fimportal.de/xzufi-services/9575812/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99027002012000
Leistungsbezeichnung I	Apply for a birth certificate
Leistungsbezeichnung II	Birth certificate issue
Typisierung	3b - Bundesaufsichtsverwaltung: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Geburt (027)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Geburt, Sorgerecht für Minderjährige, elterliche Pflichten, Vorschriften für Leihmutterschaft und Adoption, einschließlich Stiefkindadoption, Unterhaltspflichten für Kinder bei grenzüberschreitenden familiären Gegebenheiten
Lagen Portalverbund	

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	22.06.2017
Fachlich freigegeben durch	BMI Division VII1 Ministry of the Interior and Europe Mecklenburg-Western Pomerania
Handlungsgrundlage	https://www.gesetze-im-internet.de/pstg/_55.html https://www.gesetze-im-internet.de/pstg/_59.html https://www.gesetze-im-internet.de/pstg/_62.html https://www.gesetze-im-internet.de/pstg/_50.html https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017rahmen https://www.gesetze-im-internet.de/pstg/_55.html https://www.gesetze-im-internet.de/pstg/_59.html https://www.gesetze-im-internet.de/pstg/_62.html https://www.gesetze-im-internet.de/pstg/_50.html https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017rahmen
Teaser	The birth certificate proves the birth of a person, their first and last names and the details of their parents. You can have a birth certificate issued on the basis of the birth register kept at the relevant registry office.
Volltext	The birth certificate proves the birth of a person, their first and last names and the details of their parents. You can have a birth certificate issued on the basis of the birth register kept at the relevant registry office. The birth certificate is issued by the registry office that recorded the birth. In federal states where there is a central register network, it is also possible to obtain the birth certificate from any other registry office.
Erforderliche Unterlagen	To apply for a birth certificate, you will need • Your identity card or passport (if applying in writing: certified copy), • if applying or collecting by a representative: written power of attorney from the authorized person, their identity card or passport (original or certified copy) and the identity card or passport of the representative, • for other persons, proof of their legal interest, if applicable.

Modul

Sachverhalt

Voraussetzungen

Civil status certificates contain personal data, so their issue is subject to data protection restrictions.

Authorized applicants (minimum age: 16 years):

- the person to whom the birth certificate relates
- the spouse or civil partner (within the meaning of the Registered Civil Partnership Act)
- Ancestors and descendants of the person concerned
- Siblings with a legitimate interest

Other persons, including close relatives such as aunts and uncles, only receive a certificate if they can credibly demonstrate a legal interest (e.g. by means of a letter from the probate court).

Kosten

Gebühr Personenstandsurkunde: 15€

There are fees for issuing a birth certificate. You can obtain information about the fees from the relevant registry office .

Verfahrensablauf

Apply in person:

- Go to the registry office that certified the birth.
- You must present your identity card or passport to prove your identity.
- You usually pay the fee when you apply at the registry office.

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, they must present their own identity card or passport (original or certified copy).

Application by post or fax:

- Send an informal letter to the relevant registry office asking them to issue you with a birth certificate.
- Your letter should contain the following information: Surname, first name Date and place of birth Surname, first name of parents if known: Registry office and registration number
- Please enclose a certified copy of your identity card or passport with the letter.

Modul	Sachverhalt
	You will receive a notification of fees when the certificate is sent to you. Depending on the services offered by the city or municipality, you can also submit the application online.
Bearbeitungsdauer	
Frist	
weiterführende Informationen	
Hinweise	A birth certificate can also be issued on a multilingual form, especially for use abroad (international birth certificate in accordance with the Convention of September 8, 1976 on the Issue of Multilingual Extracts from Civil Status Records). You can use this abroad without a translation. You can have an international birth certificate issued at the registry office that recorded your birth.
Rechtsbehelf	
Kurztext	The birth certificate proves the birth of a person, their first and last names and the details of their parents. You can have a birth certificate issued on the basis of the birth register kept at the relevant registry office.
Ansprechpunkt	Registry office responsible for the place of birth
Zuständige Stelle	Registry office responsible for the place of birth
Formulare	
Ursprungsportal	Geburtsurkunde beantragen, Apply for a birth certificate