

99027002012000

# Request birth certificate

Heruntergeladen am 29.07.2025

<https://fimportal.de/xzufi-services/354790/L100038>

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	Thüringen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	fachlich freigegeben (gold)
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	Nach der Geburt (1010200), Urkunden und

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	Bescheinigungen (1070200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	21.11.2022
Fachlich freigegeben durch	Federal Ministry of the Interior and Home Affairs (BMI)
Handlungsgrundlage	<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/_59.html">https://www.gesetze-im-internet.de/pstg/_59.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/_50.html">https://www.gesetze-im-internet.de/pstg/_50.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/_59.html">https://www.gesetze-im-internet.de/pstg/_59.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/_50.html">https://www.gesetze-im-internet.de/pstg/_50.html</a>
Teaser	<p>You do not have your birth certificate, but you need it, for example, for a marriage or for another official act? Then you can apply for the issuance of a birth certificate.</p>
Volltext	<p>After birth, every child in Germany must be registered in the birth register. After this registration, you can additionally apply for the issuance of a birth certificate. This proves the birth of the person and contains information on the place and time of birth as well as the first name and surname. As a rule, it also contains information about the sex and parents of the person.</p> <p>You will need a birth certificate in various contexts throughout your life. For use abroad, it can also be issued on a multilingual form. You can use it in many countries without translation.</p> <p>You can have an (international) birth certificate issued at the registry office that recorded your birth. In federal states where there is a central register network, you can also obtain the birth certificate at any other registry office of the register network there.</p>
Erforderliche Unterlagen	<p>When submitting your application, you must submit:</p> <ul style="list-style-type: none"> <li>• Your ID card, passport or eID (if applying in writing: certified copy).</li> </ul>

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- in case of application or collection by a representative: written power of attorney from the authorized person, their identity card (original or certified copy or eID) or passport (original or certified copy) and the identity card, passport or eID of the representative.
- for other persons: proof of their legal interest, if applicable

## Voraussetzungen

The personal data of the civil status registers are subject to data protection. Birth certificates can therefore only be issued

- for persons to whom the entry refers

and their

- spouses,
- civil partners (within the meaning of the Civil Partnership Act),
- ancestors and descendants (such as parents or grandparents as well as the children and grandchildren),
- siblings, if they prove a legitimate interest.

Other persons, i.e. also closer relatives such as aunts and uncles, receive a birth certificate only if they can credibly demonstrate a legal interest (examples: Letter from the probate court, court judgment or enforceable title).

Applicants must be at least 16 years old.

## Kosten

## Verfahrensablauf

Personal application

- Go to the registry office that registered the birth.
- Present your identity card or passport for legitimation.
- You usually pay the fee in advance when you apply at the registry office.
- A person you trust can order and collect the certificate for you. Your representative must present his or her own ID card or passport in addition to a

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written power of attorney.

Application by mail or fax

- Send an informal letter to the relevant registry office requesting that a birth certificate be issued to you from the birth register. Depending on what the city or municipality offers, you can also find application forms on the Internet.
- Your letter must contain the following information: Surname, first name Date and place of birth name, first name of parents if known: Registry office and registration number
- Enclose a certified copy of your identity card or passport with the letter.
- You will receive a fee notice when the certificate is sent, unless you have already paid the fees beforehand.

## Bearbeitungsdauer

### Frist

110 Jahr(e)

The issuance of the birth certificate is possible 110 years from the date of creation of the register.

## weiterführende Informationen

### Hinweise

### Rechtsbehelf

- Request for a court decision at the local court responsible for the registry office

### Kurztext

- Birth certificate issuance
- Parents are obliged to report the birth of a child, in the course of which a birth register entry is created and a birth certificate is issued from it on request
- Birth certificate proves the birth of a person, contains information on the first name and surname and usually on the parents
- A birth certificate is issued on the basis of the birth register kept at the competent registry office.
- Responsible: Registry office in whose district the birth took place

## Ansprechpunkt

Modul	Sachverhalt
Zuständige Stelle	
Formulare	
Ursprungsportal	Geburtsurkunde beantragen, Request birth certificate