

99027002012002, 99027002012002

# Birth certificate issue multilingual

Heruntergeladen am 06.07.2025

<https://fimportal.de/xzufi-services/121332957/L100002>

Modul	Sachverhalt
Leistungsschlüssel	99027002012002, 99027002012002
Leistungsbezeichnung I	Birth certificate issue multilingual
Leistungsbezeichnung II	Apply for a multilingual birth certificate
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Nordrhein-Westfalen
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (silber)
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	11.11.2021
Fachlich freigegeben durch	Ministry of the Interior of the State of North Rhine-Westphalia
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/pstv/_50.html">https://www.gesetze-im-internet.de/pstv/_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.personenstandsrecht.de/Web/PERS/DE/uebereinkommen/_documents/ciec/ue16.html">https://www.personenstandsrecht.de/Web/PERS/DE/uebereinkommen/_documents/ciec/ue16.html</a>
Teaser	If you need proof of birth to present to foreign authorities, you can apply for a multilingual birth certificate. You can find out more here.
Volltext	A birth certificate proves the birth of a person, first and last names and details of the parents. You can have a multilingual birth certificate issued by the registry office where the birth was recorded. The multilingual form includes the languages English, French, Italian and Spanish. The certificate does not require any further certification (legalization/apostille) in the contracting states of the Convention of 8 September 1976 on the Issue of Multilingual Extracts from Civil Status Records.
Erforderliche Unterlagen	<p>To apply for a birth certificate, you will need</p> <ul style="list-style-type: none"> <li>• Your valid identity card or passport (if applying in writing: certified copy),</li> <li>• in the case of application or collection by a representative: written authorization issued by you, your valid identity card or passport (original or certified copy) and the valid identity card or passport of the representative</li> <li>• certain persons must also provide credible evidence of a legitimate or legal interest.</li> </ul>
Voraussetzungen	Civil status certificates contain personal data, so their issue is subject to data protection restrictions.

## Modul

## Sachverhalt

- 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 or uncles, will only receive a certificate if they can credibly demonstrate a legal interest (e.g. by means of a letter from the probate court).

## Kosten

Administration fee for first copy: EUR 10 Administrative fee for issuing each additional birth certificate if this is applied for at the same time and produced in one go: EUR 5 If you can prove that you need the birth certificate for state social benefits, the certificate is free of charge.

## Verfahrensablauf

Apply in person:

- Go to the registry office that certified the birth.
- You must present your valid 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 issued by you, they must present your identity card or passport (original or certified copy) and their own valid identity card or passport.

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.
- Enclose a certified copy of your valid identity card or passport with the letter.
- You will receive a notification of fees when the certificate is sent to you.

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	<p>Online application:</p> <p>Depending on the services offered by the city or municipality, you can also submit the application online.</p>
Bearbeitungsdauer	<p>0 - 5 Tag(e)</p> <p>Varies, depending on the registry office, but usually within a few days</p>
Frist	none
weiterführende Informationen	<p>Information on international documentary transactions on the website of the Federal Foreign Office</p> <p><a href="https://www.auswaertiges-amt.de/de/service/konsularinfo/internationaler-urkundenverkehr">https://www.auswaertiges-amt.de/de/service/konsularinfo/internationaler-urkundenverkehr</a></p>
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> <li>• Birth certificate issue multilingual</li> <li>• If possible, applications should be made online via the respective portals of the cities and municipalities</li> <li>• Multilingual certificates are intended for presentation to foreign authorities</li> <li>• only the relevant foreign authority can decide whether a multilingual document is appropriate and whether additional certification (legalization/apostille) is required</li> <li>• no additional legalization is required in the contracting states of the Convention (see legal bases)</li> <li>• the form text of the certificate is issued in 16 languages of the contracting states (see legal bases), the information about the person is taken from the German birth register</li> <li>• Responsible: Registry office that certified the birth</li> </ul>
Ansprechpunkt	Resident registry office or competent registry office
Zuständige Stelle	<ul style="list-style-type: none"> <li>• The registry office that certified the birth. For births in Germany, this is the registry office responsible for the specific place of birth.</li> <li>• In the case of births abroad, if it is not known whether and where the birth was certified, you can enquire at the registry office of your place of residence</li> </ul>

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	or at Registry Office I in Berlin.
Formulare	<ul style="list-style-type: none"> <li>• Forms: none</li> <li>• Online service available: depending on what the registry office offers</li> </ul>
Ursprungsportal	Geburtsurkunde Ausstellung mehrsprachig, Birth certificate issue multilingual