

99027002012000, 99027002012000

Birth certificate; Exhibition

Heruntergeladen am 12.07.2025

<https://fimportal.de/xzufi-services/346540178/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99027002012000, 99027002012000
Leistungsbezeichnung I	Birth certificate; Exhibition
Leistungsbezeichnung II	
Typisierung	2/3 - Bund: Regelung (2 oder 3), Land/Kommune: Vollzug
Quellredaktion	Hessen
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	20.10.2022
Fachlich freigegeben durch	Hessian Ministry of the Interior and Sport
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.rv.hessenrecht.hessen.de/bshe/document/jlr-InnMinVwKostOHE2013rahmen 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.rv.hessenrecht.hessen.de/bshe/document/jlr-InnMinVwKostOHE2013rahmen
Teaser	If you need proof of your birth, you can apply for a birth certificate under certain conditions.
Volltext	<p>The birth certificate proves the birth of a person, place and day of his birth, his first and last names as well as the details of the parents.</p> <p>You can have a birth certificate issued on the basis of the birth register kept by the competent registry office.</p> <p>A birth certificate may also be issued on a multilingual form, in particular for use abroad (international birth certificate under the Convention of 8 September 1976 on the Issue of Multilingual Extracts from Civil Status Books). You can use them in many countries without translation.</p> <p>You can have a birth certificate (including an international) issued at the registry office that certified your birth.</p>
Erforderliche Unterlagen	<p>When applying, you must submit:</p> <ul style="list-style-type: none"> • your identity card or passport (in case of written

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application: certified copy),

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

Voraussetzungen

Applications can be submitted:

- Eligible applicants (minimum age: 16 years): the person to whom the birth certificate refers the spouse or civil partner (within the meaning of the Act on Registered Civil Partnership) Ancestors and descendants of the person concerned Siblings with a legitimate interest

Further requirements:

- Other persons, including close relatives such as aunts and uncles, only receive a certificate if they can credibly demonstrate a legal interest (for example, by writing from the probate court).

Hint: Civil status certificates contain personal data, therefore their issuance is subject to data protection restrictions.

Kosten

Birth certificate / certified printout from the birth register: EUR 12.00 (if each additional copy is ordered at the same time, EUR 6.00 each), unless the municipality has set a different fee by statute."

Verfahrensablauf

You must apply for a birth certificate at your local registry office.

Personal application:

- Go to the registry office responsible for your place of birth.
- You must present your identity card or passport for legitimation.
- You usually pay the fee when applying at the registry office.

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• In addition to yourself, a person you trust may also order and pick up the certificate for you. To do this, the person must submit: a written power of attorney from you, Your identity card or passport (original or certified copy) the identity card or passport of the authorised person.

Application by post or fax:

- Send an informal letter to the responsible registry office with the request 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 certification number
- Attach a certified copy of your identity card or passport to the letter.
- By sending the certificate by post, you will receive a fee notice.

Depending on the offer of the city or municipality, you can also submit the application electronically via the website of the registry office.

Bearbeitungsdauer

• for the processing of the application: usually 2 to 10 days

Frist

There are no deadlines to be observed.

weiterführende Informationen
Hinweise
Rechtsbehelf

• Application for a judicial decision to the district court responsible for the registry office, § 49 Abs. 1 PStG.

Kurztext

- Birth certificate issuance
- Birth certificate proves the birth of a person, his first and last names, place and date of birth as well as the details of the parents
- A birth certificate is issued on the basis of the birth register kept by the competent registry office
- Applications can be submitted: Eligible applicants (minimum age: 16 years): the person to whom the birth

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	<p>certificate refers the spouse or civil partner (within the meaning of the Act on Registered Civil Partnership) Ancestors and descendants of the person concerned Siblings with a legitimate interest Other persons, if they demonstrate a legal interest</p> <ul style="list-style-type: none"> • Information from: competent registry office • Application is made at the registry office responsible for the place of birth
Ansprechpunkt	Please contact the registry office responsible for your place of birth.
Zuständige Stelle	Please contact the registry office responsible for your place of birth.
Formulare	<ul style="list-style-type: none"> • Forms: no • Online procedure possible: yes • Written form required: yes • Personal appearance required: no
Ursprungsportal	Geburtsurkunde; Ausstellung, Birth certificate; Exhibition