

99101004012000

# Apply for a death certificate for a family member

Heruntergeladen am 25.07.2025

<https://fimpportal.de/xzufi-services/121385148/L100002>

Modul	Sachverhalt
Leistungsschlüssel	99101004012000
Leistungsbezeichnung I	Apply for a death certificate for a family member
Leistungsbezeichnung II	Request a death certificate
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Nordrhein-Westfalen
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Sterbefall (101)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Vorschriften für den Todesfall, einschließlich solcher über die Überführung der sterblichen Überreste in einen anderen Mitgliedstaat
Lagen Portalverbund	Urkunden und Bescheinigungen (1070200), Todesfall (1190100)

<b>Modul</b>	<b>Sachverhalt</b>
<b>Einheitlicher Ansprechpartner</b>	Nein
<b>Fachlich freigegeben am</b>	15.04.2021
<b>Fachlich freigegeben durch</b>	Ministry of the Interior of the State of North Rhine-Westphalia
<b>Handlungsgrundlage</b>	<a href="https://www.gesetze-im-internet.de/pstg/BJNR012210007.html">https://www.gesetze-im-internet.de/pstg/BJNR012210007.html</a> <a href="https://www.gesetze-im-internet.de/pstv/_48.html">https://www.gesetze-im-internet.de/pstv/_48.html</a> <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/abweichendes_Landesrecht/avwgebo_nw_Tarifstelle05b-neu.html">https://www.gesetze-im-internet.de/abweichendes_Landesrecht/avwgebo_nw_Tarifstelle05b-neu.html</a> <a href="https://www.gesetze-im-internet.de/pstg/BJNR012210007.html">https://www.gesetze-im-internet.de/pstg/BJNR012210007.html</a> <a href="https://www.gesetze-im-internet.de/pstv/_48.html">https://www.gesetze-im-internet.de/pstv/_48.html</a> <a href="https://www.gesetze-im-internet.de/pstv/_50.html">https://www.gesetze-im-internet.de/pstv/_50.html</a> <a href="https://recht.nrw.de/lmi/owa/br_show_anlage?p_id=41262">https://recht.nrw.de/lmi/owa/br_show_anlage?p_id=41262</a>
<b>Teaser</b>	Do you need a death certificate? Death certificates can only be obtained from the registry office of the place of death. The registry office issues them from the death register.
<b>Volltext</b>	<p>A death certificate can be issued as soon as the death has been recorded in the death register.</p> <p>The death certificate is important, for example, for the funeral and its preparation (e.g. for the coffin and transfer) as well as for the settlement of the estate. You will also need a death certificate to claim statutory or private insurance benefits.</p> <p>The death certificate contains the first name and surname of the deceased, place and date of birth, religious affiliation, last place of residence and marital status. The place and date of death and details of the spouse or civil partner.</p> <p>You can receive the death certificate in the following forms:</p> <ul style="list-style-type: none"> <li>• Death certificate</li> </ul>

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	<ul style="list-style-type: none"> <li>• International death certificate</li> <li>• Certified printout from the register of deaths</li> </ul> <p>A certified printout from the register of deaths (previously the death register) shows all the data entered by the registry office in connection with the death</p> <p>You will receive the certificate, including any marginal notes, either as a</p> <ul style="list-style-type: none"> <li>• a new printout from the electronic register (if already held by your registry office) or</li> <li>• a copy or verbatim transcript of the death entry from the death register.</li> </ul>
Erforderliche Unterlagen	<p>To apply for a death certificate, you will need</p> <ul style="list-style-type: none"> <li>• Your identity card or passport (a certified copy if applying in writing, online you must authenticate yourself electronically with the new identity card)</li> <li>• if applying or collecting by a representative: written authorization from the authorized person, their identity card or passport (original or certified copy) and the identity card or passport of the representative</li> <li>• for other persons, proof of their legal interest</li> </ul>
Voraussetzungen	<p>Death certificates contain personal data, so their issue is subject to data protection restrictions.</p> <p>Eligible applicants (minimum age 16 years) are</p> <ul style="list-style-type: none"> <li>• the spouse or civil partner</li> <li>• the parents</li> <li>• the direct ancestors and descendants of the person concerned (in the direct line)</li> <li>• Siblings with a legitimate interest</li> </ul> <p>Other persons, including close relatives such as aunts and 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).</p>
Kosten	<p>Administration fee for first copy: EUR 10</p> <p>Administration fee for each additional identical copy:</p>

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	<p>EUR 5 If you can prove that you need the death certificate for state social benefits or social insurance purposes (pension insurance), the certificate is free of charge.</p>
Verfahrensablauf	<p>Personal application</p> <p>Apply in person as follows:</p> <ul style="list-style-type: none"> <li>• An appointment may be required to apply in person.</li> <li>• You must present your identity card or passport.</li> <li>• You pay the fee directly at the registry office when you apply.</li> </ul> <p>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 your identity card or passport (original or certified copy) and their own identity card or passport.</p> <p>Application by post</p> <p>The written application is made as follows:</p> <ul style="list-style-type: none"> <li>• Address an informal letter to the relevant registry office asking them to issue you with a death certificate.</li> <li>• Your letter should contain the following information about the deceased person: Surname, first name date of birth Date and place of death if known: Registry office and notarization number</li> <li>• Enclose a certified copy of your identity card or passport with the letter.</li> <li>• You will then receive a notification of fees</li> <li>• Once you have provided proof of payment of the fees (e.g. by sending another email with a copy of your bank statement), the death certificate will be sent to you immediately by post.</li> </ul> <p>Online application: You can also apply for the certificate online.</p>
Bearbeitungsdauer	2 to 5 days
Frist	<p>30 Jahr(e)</p> <p>Every registry office must keep a record of deaths for</p>

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	<p>30 years. The application for a death certificate must be made within this period.</p> <p>none</p>
weiterführende Informationen	<p>Information from the Federal Ministry of the Interior on civil status law</p> <p><a href="https://www.bmi.bund.de/DE/themen/moderne-verwaltung/verwaltungsrecht/personenstandsrecht/personenstandsrecht-node.html">https://www.bmi.bund.de/DE/themen/moderne-verwaltung/verwaltungsrecht/personenstandsrecht/personenstandsrecht-node.html</a></p>
Hinweise	
Rechtsbehelf	<ul style="list-style-type: none"> <li>• Application for a court decision at the competent district court</li> </ul>
Kurztext	<p>Issuing a death certificate</p> <ul style="list-style-type: none"> <li>• A death certificate can be issued as soon as the death has been recorded in the death register</li> <li>• As a rule, a death certificate is required for the application for a certificate of inheritance at the probate court as well as for pension applications and other insurance benefits</li> <li>• Important for the funeral and its preparation (e.g. for the coffin and transfer) as well as for the settlement of the estate</li> <li>• Necessary for other purposes depending on the life situation: banks, insurance companies, deregistration of memberships, etc.</li> <li>• Responsible: Registry office that notarized the death</li> </ul>
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	<p>Sterbeurkunde eines Familienmitglieds beantragen, Apply for a death certificate for a family member</p>