

99027006261003, 99027006261003

Submit additional information for the notarization of a birth incl. first name declaration and name determination

Heruntergeladen am 18.06.2025

<https://fimportal.de/xzufi-services/401163460/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99027006261003, 99027006261003
Leistungsbezeichnung I	Submit additional information for the notarization of a birth incl. first name declaration and name determination
Leistungsbezeichnung II	Submit additional information for the notarization of a birth incl. first name declaration and name determination
Typisierung	2 - Bundesauftragsverwaltung: Regelung, 3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung

Modul	Sachverhalt
Leistungsgruppierung	Geburt (027)
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	Geburt, Sorgerecht für Minderjährige, elterliche Pflichten, Vorschriften für Leihmutterschaft und Adoption, einschließlich Stiefkindadoption, Unterhaltungspflichten für Kinder bei grenzüberschreitenden familiären Gegebenheiten
Lagen Portalverbund	Nach der Geburt (1010200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	27.02.2024
Fachlich freigegeben durch	Federal Ministry of the Interior and for Home Affairs (BMI)
Handlungsgrundlage	https://www.gesetze-im-internet.de/pstg/_10.html https://www.gesetze-im-internet.de/pstg/_18.html https://www.gesetze-im-internet.de/pstg/_21.html https://www.gesetze-im-internet.de/pstg/_22.html https://www.gesetze-im-internet.de/pstg/_27.html https://www.gesetze-im-internet.de/pstg/_44.html https://www.gesetze-im-internet.de/pstg/_45.html https://www.gesetze-im-internet.de/pstg/_35.html https://www.gesetze-im-internet.de/bgb/_1626.html https://www.gesetze-im-internet.de/bgb/_1616.html#:~:text=B%C3%BCrgerliches%20Gesetzbuch%20(BGB),Ehenamen%20seiner%20Eltern%20als%20Geburtsnamen https://dejure.org/gesetze/EGBGB/10.html https://www.gesetze-im-internet.de/bdsg_2018/_3.html https://www.gesetze-im-internet.de/bgbeg/BJNR006049896.html#BJNR006049896BJNG031300377 https://www.gesetze-im-internet.de/pstg/_10.html https://www.gesetze-im-internet.de/pstg/_18.html https://www.gesetze-im-internet.de/pstg/_21.html https://www.gesetze-im-internet.de/pstg/_22.html https://www.gesetze-im-internet.de/pstg/_27.html https://www.gesetze-im-internet.de/pstg/_44.html https://www.gesetze-im-internet.de/pstg/_45.html https://www.gesetze-im-internet.de/pstg/_35.html

Modul
Sachverhalt

https://www.gesetze-im-internet.de/bgb/_1626.html
[https://www.gesetze-im-internet.de/bgb/_1616.html#:~:text=B%C3%BCrgerliches%20Gesetzbuch%20\(BGB\),Ehenamen%20seiner%20Eltern%20als%20Geburtsnamen](https://www.gesetze-im-internet.de/bgb/_1616.html#:~:text=B%C3%BCrgerliches%20Gesetzbuch%20(BGB),Ehenamen%20seiner%20Eltern%20als%20Geburtsnamen)
<https://dejure.org/gesetze/EGBGB/10.html>
https://www.gesetze-im-internet.de/bdsg_2018/_3.html
<https://www.gesetze-im-internet.de/bgbeg/BJNR006049896.html#BJNR006049896BJNG031300377>

Teaser

If you have had a child, you must submit details and proof of the birth, first name declaration and naming of your child to the registry office.

Volltext

If you have had a child, you must inform the relevant registry office and submit the required documents. The registry office in whose jurisdiction your child was born is responsible.

If your child was born in a hospital or birthing center, the birth will be reported to the registry office by these facilities. In the case of a home birth, you will receive a birth certificate, which you must hand in personally at your local registry office.

Additional information and documents that cannot be taken from the registers must also be submitted with the birth notification.

The registry office keeps a register of births in which the following entries are made:

- First names and the child's maiden name.
- Place, day, hour and minute of birth.
- Sex of the child.
- First names and surnames of the parents, their gender

Choice of the child's first name:

- the first name must not be offensive, nor should it expose the child to ridicule
- the name must be recognizable as a name
- the name must correspond to the child's gender
- Five first names are the maximum

You may only choose names that are essentially first names for your child. Several first names can be combined into one first name. Such a combination may not contain more than one hyphen.

Choice of the child's birth name:

Modul	Sachverhalt
	If you have not yet decided on a name after the birth of the child, you must register it with the relevant registry office within 1 month. After this period has expired, the registry office is obliged to inform the competent family court. As the person with custody, you can specify to the registry office that your child should be given the family name: • according to the law of a country to which you or the other parent belongs or • according to German law, if you or the other parent has their habitual residence in Germany
Erforderliche Unterlagen	
Voraussetzungen	
Kosten	There are no costs.
Verfahrensablauf	
Bearbeitungsdauer	
Frist	The birth of the child must be reported to the relevant registry office within one week. If a child is stillborn, the notification must be made no later than the third working day following the birth. Parents with joint custody who do not have a married name must notify the competent registry office of the child's birth name within one month of the child's birth.
weiterführende Informationen	
Hinweise	Personal data may be processed by the public body if this processing is necessary to fulfill the tasks assigned to it or to exercise public powers.
Rechtsbehelf	
Kurztext	• Notification of birth Acceptance Supplementary data delivery • Transmission of information and documents to the registry office for certification after the birth of a child • Submission of documents for the determination of first names and birth names to the registry office • Responsible: Registry office in whose district the child

Modul	Sachverhalt
	was born
Ansprechpunkt	Registry office in whose district the child was born
Zuständige Stelle	Registry office in whose district the child was born.
Formulare	
Ursprungsportal	Submit additional information for the notarization of a birth incl. first name declaration and name determination, Ergänzende Angaben zur Beurkundung einer Geburt inkl. Vornamenserklärung und Namensbestimmung einreichen