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Notification of a death by persons or commissioned funeral directors

Heruntergeladen am 27.07.2025

<https://fimpportal.de/xzufi-services/105454189/L100010>

Modul	Sachverhalt
Leistungsschlüssel	99101011261001
Leistungsbezeichnung I	Notification of a death by persons or commissioned funeral directors
Leistungsbezeichnung II	Report death as a private individual or funeral home
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Saarland
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Sterbefall (101)
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	Vorschriften für den Todesfall, einschließlich solcher über die Überführung der sterblichen Überreste in einen anderen Mitgliedstaat
Lagen Portalverbund	Todesfall (1190100)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	25.02.2025
Fachlich freigegeben durch	Ministry of the Interior, Building and Sport
Handlungsgrundlage	§§ Sections 28, 29 of the Civil Status Act (PStG), § 38 Ordinance on Civil Status (PStV)
Teaser	You are obliged to report the death of a person to the registry office on the third working day following the death at the latest.
Volltext	If the death occurs outside an institution (hospital, retirement and nursing home or other institution), any person who lived with the deceased in the same household, the person in whose home the death occurred and any other person who was present at the death or is aware of the death from their own knowledge is obliged to report the death verbally or in writing. A funeral home may also be entrusted with the notification.
Erforderliche Unterlagen	<p>When reporting a death, you should send the registry office</p> <ul style="list-style-type: none"> • the birth certificate, • proof of the last place of residence (e.g. identity card, registration certificate, tenancy agreement, electricity bill or comparable documents), • if applicable, the marriage or civil partnership certificate of the last marriage or civil partnership and, if applicable, proof of dissolution, and • the medical certificate of the death <p>of the deceased.</p> <p>You may not need to submit the birth certificate if the registration details of the deceased's birth can be found on a marriage or civil partnership certificate. Please contact the relevant registry office for more information.</p> <p>The registry office may request the submission of</p>

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further documents if this is necessary.

All documents must be originals. For foreign-language documents, the registry office generally requires complete translations into German, prepared by a publicly appointed and sworn translator in Germany. Foreign documents often also require certification by the competent foreign authority. In such a case, the registry office will draw your attention to this.

Voraussetzungen

If the death did not occur in a hospital, retirement or nursing home or other institution, you are listed in the following order as a person

- who lived with the deceased in the same household,
- in whose home the death occurred, or
- who was present at the death or is aware of the death from their own knowledge,

is obliged to report the death verbally or in writing.

You can also instruct a funeral home to make the notification.

Kosten

There are no fees for the notification of a death and the certification in the death register.

Verfahrensablauf

You or the funeral director you have commissioned will report the death to the relevant registry office.

The doctor issues a death certificate and usually hands it over to the mortician.

If you have commissioned the mortician to make the notification, the mortician will prepare a written notification of death with your assistance, including all family-related information, compile the documents required for the notification and hand them over to the registry office.

You must hand over all the necessary documents.

The registry office will check the submitted documents for authenticity and the information on the documents for completeness.

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	The death is recorded in the death register. If requested, the registry office will issue death certificates from the register.
Bearbeitungsdauer	Depending on the individual case.
Frist	The death of a person must be reported to the registry office in whose jurisdiction the person died no later than the third working day following the death.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • The death of a person must be reported. • Notification must be made no later than the third working day following the death. • No fees are payable. • Competent authority: Registry office in whose jurisdiction the person died.
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Anzeige eines Sterbefalls durch Personen bzw. beauftragte Bestattungsunternehmen, Notification of a death by persons or commissioned funeral directors