

99101004012000, 99101004012000

# Apply for a death certificate as a relative

Heruntergeladen am 07.06.2025

<https://fimportal.de/xzufi-services/9579151/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99101004012000, 99101004012000
Leistungsbezeichnung I	Apply for a death certificate as a relative
Leistungsbezeichnung II	Requesting a death certificate for a relative
Typisierung	3b - Bundesaufsichtsverwaltung: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
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	

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	21.04.2021
Fachlich freigegeben durch	Federal Ministry of the Interior (BMI) Ministry of the Interior and Europe of Mecklenburg-Western Pomerania
Handlungsgrundlage	<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/_60.html">https://www.gesetze-im-internet.de/pstg/_60.html</a> <a href="https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017rahmen">https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017rahmen</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/_60.html">https://www.gesetze-im-internet.de/pstg/_60.html</a> <a href="https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017rahmen">https://www.landesrecht-mv.de/bsmv/document/jlr-InnMinKostVMV2017rahmen</a>
Teaser	In the event of death, you can apply for a death certificate as a relative of the deceased.
Volltext	<p>The death certificate is a document that certifies the death of a person.</p> <p>Every death must be reported to the registry office in whose jurisdiction the death occurred.</p> <p>The death certificate is an important document that you can apply for as a relative in the event of death.</p> <p>You can apply for a death certificate as soon as the death has been recorded in the death register.</p> <p>The death certificate is important, for example, for</p> <ul style="list-style-type: none"> <li>• the funeral and its preparation (e.g. for the coffin and repatriation) and</li> <li>• the settlement of the estate</li> <li>• claiming statutory or private insurance benefits.</li> </ul> <p>You can apply for a death certificate in person, in writing or electronically at the relevant registry office.</p>
Erforderliche Unterlagen	You must submit the following with your application

## Modul

## Sachverhalt

- Identity card or passport
- Proof of relationship, such as
  - birth certificate
  - Marriage certificate
  - civil partnership certificate
- if collected by a representative:
  - written power of attorney from the authorized person,
  - original or certified copy of the authorized person's ID and
  - their own ID
- for other persons, such as close relatives:
  - Proof of legitimate interest, such as
  - certificate of inheritance
  - extract from the land register

## Voraussetzungen

An application for a death certificate can be made by

- the last spouse,
- the last civil partner within the meaning of the Registered Civil Partnership Act,
- ancestors and descendants of the deceased person or
- siblings with a legitimate interest,
- close relatives, such as
  - aunts and uncles who can credibly demonstrate a legal interest, for example by means of a letter from the probate court.

## Kosten

Gebühr Personenstandsurkunde: 15€

- for the first copy of the death certificate: between EUR 10.00 and EUR 15.00, depending on the federal state
- for further copies of the death certificate, the fee is halved in most cases
- for issuing a death certificate for the statutory pension insurance or for the social welfare office: none

## Verfahrensablauf

You can apply for the death certificate at the relevant registry office in person, in writing or electronically.

Applying in person:

- Go to your local registry office during opening hours

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to apply for a death certificate.

- You must present your identity card or passport to prove your identity.
- You usually pay the fee when you apply at the registry office.
- You can also have the death certificate applied for and collected by a person you trust. In addition to a written power of attorney, this person must present their own and your identity card or passport (original or certified copy).

Application by post, fax or e-mail:

- Send the relevant registry office an informal application for a death certificate by post, fax or e-mail.
- Your letter should refer to your eligibility to apply.
- It must contain the following information about the deceased person:
  - Surname, first name
  - Date and place of birth
  - Date and place of death
  - Details of the deceased's spouse, if applicable
  - Registry office and notarization number (if known)
- You will receive a notification of fees when the certificate is sent to you.

**Bearbeitungsdauer**

- for processing the application: usually 1 week

**Frist**

none

**weiterführende  
Informationen**
**Hinweise**
**Rechtsbehelf**

- Objection,
- Administrative court action

**Kurztext**

- Issue of death certificate
  - every death must be reported to the registry office in whose jurisdiction the death occurred no later than the third working day following the death
  - a death certificate can be issued as soon as the death has been recorded in the death register

**Modul**
**Sachverhalt**

- Applications for the issue of a death certificate can be made by
    - the last spouse,
    - the last civil partner within the meaning of the Registered Civil Partnership Act,
    - ancestors and descendants of the deceased person
 or
    - siblings with a legitimate interest and
    - close relatives, such as aunts and uncles, who can credibly demonstrate a legal interest, for example by means of a letter from the probate court
  - The death certificate is important, for example, for
    - the funeral and its preparation (e.g. for the coffin and transfer),
    - the settlement of the estate,
    - claiming statutory or private insurance benefits
- Information from: competent registry office
- Application via: Application must be submitted to the relevant registry office in person, in writing or electronically
  - Responsible: Registry office in whose jurisdiction the death occurred.

**Ansprechpunkt**

The registry office that recorded the death.

**Zuständige Stelle**

The registry office that recorded the death.

**Formulare**

- Forms: yes
- Online procedure possible: yes
- Written form required: no
- Personal appearance required: no

Note:

Applications can usually be submitted via the website of the relevant registry office.

**Ursprungsportal**

Apply for a death certificate as a relative,  
 Sterbeurkunde als angehörige Person beantragen