



## Death in Indonesia: Entry in the Swiss civil status register

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01.11.2023

### Documents to submit

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- Original death certificate (*Akte Kematian*), issued by the Civil Registry Office (*Kantor Catatan Sipil*) of the place of death, provided with an Apostille, issued by the Indonesian Ministry of Law and Human Rights (*Kementerian Hukum dan HAM*)
- Swiss identity documents of the deceased (passport and identity card). The voided documents can be returned for commemorative purposes upon request of a family member during submission
- Contact information for reaching a member of the surviving family

If a document had been lost, the Indonesian authorities can normally issue a new one on presentation of a lost report.

The original documents are submitted to the civil status authority concerned in Switzerland and will not be returned. Photocopies and laminated documents or documents certified by a notary public are not accepted. Additional documents may be required if necessary.

### Apostille

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All Indonesian civil status documents must be apostilled by the Ministry of Law and Human Rights before being submitted to the Swiss representation.

#### Contact details of the Offices for Apostille

##### *Public Service of General Legal Administration*

Gedung Cik's

Jl. Cikini Raya No. 84-86 Jakarta Pusat

Phone : +62-21-1500105

Website : <https://ahu.go.id/>

E-mail : [cs@ahu.go.id](mailto:cs@ahu.go.id)

##### *Subfield of General Legal Administration*

Regional Office of Ministry of Law and Human Rights in Bali

Jl. Puputan Niti Mandala, Renon, Denpasar

Phone : +62-361-224856

WhatsApp : +62-8112888770

Website : <https://bali.kemenkumham.go.id/>

E-mail : [kanwilbali@kemenkumham.go.id](mailto:kanwilbali@kemenkumham.go.id)

### Fees

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Entry of the death in the Swiss civil status register is free of charge.