Birth of a child in New Zealand to married parents: How to update the Swiss civil status register

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Documents to submit

☐ **New Zealand Birth certificate of the child**
- showing the full name of the parents
- issued within the last 6 months. If the document is older, a new document must be ordered
- photocopies, scans or certified copies will not be accepted
- will not be returned to you

☐ **Two copies of the foreign passport of the child,** if the child already holds a passport

☐ **Form** "Additional information to register a Birth", dated and signed by both parents

Fees

Registration of the birth in the Swiss civil status register is free of charge.

Further information

Where to obtain the documents?
Department of Internal Affairs (DIA)
Births, Deaths and Marriages,
PO Box 10526, Wellington 6143
New Zealand
Website www.bdm.govt.nz
E-mail: bdm.nz@dia.govt.nz

Where to send the documents?
Embassy of Switzerland
Level 12, 10 Customhouse Quay, Wellington 6011
PO Box 25004, Wellington 6140
New Zealand

Upon receipt of the relevant documents, the Embassy will translate and legalise the documents and forward them to the appropriate authority in Switzerland, so that the family details can be updated in the Swiss civil status register (Infostar); this takes on average 3-4 months.

The civil registrar authorities in Switzerland may request additional documents / information.

Failure to register children before the age of 25 will lead to the loss of their **Swiss citizenship**. Information regarding the Swiss citizenship of your child can be found on our website citizenship.

After the completed registration of the birth in the Swiss civil status register, an application for a **Swiss passport** and / or identity card may be submitted. The parents may file such an application through the website: Passport and identity card.

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Level 12, 10 Customhouse Quay, Wellington 6011
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