



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

14.04.2022

Documents to submit

- Samoa Birth certificate of the child with Apostille**
 - showing the full name of the parents
 - issued within the last 6 months. If the document is older, a new document must be ordered
 - legalised with an Apostille
 - 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?

Samoa Bureau of Statistics (SBS)
Births, Deaths and Marriages Registration Division
Level 1, Government Building (MFMII)
PO Box 1151
Apia
Samoa
Website: www.sbs.gov.ws
Email: info.stats@sbs.gov.ws
Phone: (685) 24 384
Fax: (685) 24 675

Where to obtain the Apostille?

Ministry of Foreign Affairs and Trade
PO Box L1859
Apia
Samoa
Website: www.govt.ws
Email: mfa@mfat.gov.ws
Phone: +685 21 171 / +685 25 313

See next page for further information

Where to send the documents?

Embassy of Switzerland
10 Customhouse Quay
P.O. Box 25004
Wellington 6146
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](#).