



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

14.04.2022

### Documents to submit

- Cook Islands 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

### Translation

Documents that are not in a Swiss national language or in English must be translated.

### Fees

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

### Further information

#### Where to obtain the documents?

Ministry of Justice, Registrar of Births, Deaths & Marriages

Website [www.justice.gov.ck](http://www.justice.gov.ck), Email [offices@justice.gov.ck](mailto:offices@justice.gov.ck)

or the Cook Islands High Commission in Wellington for application forms

Phone: +64 4 497 5126 or Email: [cookislands@cookhicom.org.nz](mailto:cookislands@cookhicom.org.nz)

#### Where to obtain the Apostille?

The Ministry of Foreign Affairs and Immigration

P.O. Box 105, 2<sup>nd</sup> Floor, Cold Store Building, Avarua, Rarotonga (Cook Islands)

Website: [www.mfai.gov.ck](http://www.mfai.gov.ck), Email [secfa@mfai.gov.ck](mailto:secfa@mfai.gov.ck)

Phone: +682 29 347

**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](#).