

Responsible authority:

The registry office of the borough where the baby was born is responsible for recording the birth.

You can find all information on the locations and opening hours of Berlin's registry offices here:



<https://service.berlin.de/standorte/standesaemter>



Berlin's Registry Offices
Tel. (030) 115
www.berlin.de/standesamt
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As of 3/2023

Birth certificates

After the birth of your baby has been recorded, you will receive 3 birth certificates free of charge, which you will need in order to apply for parental benefits and child benefits and to register your child with a health insurer. A fee will be charged for any additional certificates you may need for your own files.

You can purchase the following documents:

- Birth certificate in German
- International birth certificate in different languages
- Certified copy of the birth record entry

The fee is €12 for each of these certificates and €6 for each additional certificate of the same kind issued at the same time.

Home births:

If the baby is delivered at home, the midwife, birth attendant, or doctor will issue a confirmation of the birth. The parents have to submit this written confirmation to the appropriate registry office within a week.



Congratulations on the birth of your baby!

How to get a birth certificate quickly

You can find further information online:



<https://www.berlin.de/standesamt/geburt/>



Required documents

In order to record the birth of your child, we need the signed confirmation of the birth and the child's name declaration, as well as other **original** documents. If these documents were not issued in German, a certified translation is required.

Documents required in all cases:

- **Valid passports or German identity cards of both parents (please submit a copy in advance)**
- **Birth certificates of both parents**

Additional documents that may be required depend on the mother's marital status. In individual cases, additional documents that are not listed in this flyer may be required.

If the mother is married, her spouse will be recorded as the father of the child. An additional acknowledgment of paternity is not required. In all other cases, an individual can be recorded as the child's father only if an acknowledgement of paternity is presented.

The mother is single (never married):

Additional documents required:

- Acknowledgment of paternity (if applicable)
- Custody declaration (if applicable)
- Birth certificate of the previous child (if applicable)

The mother is married:

Additional documents required:

- Marriage certificate or copy of the marriage record entry including mother's choice of name
- Birth certificate of the previous child (if applicable)

The mother lives in a civil union:

Additional documents required:

- Civil union certificate or copy of the civil union record entry including mother's choice of name
- Birth certificate of the previous child (if applicable)

The mother is divorced:

Additional documents required:

- Marriage certificate or copy of the marriage record entry including mother's choice of name
- Divorce decree
- Official confirmation of mother's current name (if applicable)
- Acknowledgement of paternity (if applicable)
- Custody declaration (if applicable)
- Birth certificate of the previous child (if applicable)

The mother is widowed:

Additional documents required:

- Marriage certificate or copy of the marriage record entry including mother's choice of name
- Death certificate of spouse
- Official confirmation of mother's current name (if applicable)
- Acknowledgement of paternity (if applicable)
- Custody declaration (if applicable)
- Birth certificate of previous child (if applicable)

The mother and/or the father are foreign nationals:

Additional documents required:

- Valid and signed passport(s) including residence permit (please submit a copy in advance)
- For EU citizens: identity card (please submit a copy in advance)
- German civil status certificate(s) (if available)

The mother and/or the father have been nationalized:

Additional documents required:

- Copy of naturalization certificate(s)
- Official confirmation(s) of mother's and/or father's current name