



Death Kazakhstan: entry in the Swiss civil status register

07.07.2023

Documents to submit

- Death certificate*** (Қайтыс болу туралы куәлік / Свидетельство о смерти)
- Swiss identity documents of the deceased (passport and identity card). The voided documents can be returned for commemorative purposes if the family requests this when submitting them.
- contact information for reaching a member of the surviving family

The above-mentioned certificates/documents are required in original (unless stated otherwise). **Please note that this is not an exhaustive list. If necessary, the applicant may be requested to present additional documents.**

Translation

The documents, which are not already in a Swiss language (German, French or Italian), require a **translation into German, French or Italian by an official translator. The current name and given name/s must appear on the translation in the same order/spelling as they appear in the international passport**

Apostille according to The Hague Convention

*) The certificate marked in **italic and yellow** must have an apostille according to [The Hague Convention](#). This apostille can be obtained in Kazakhstan with the following authority:
Ministry of Justice of the Republic of Kazakhstan; 8, Mangilik Yel Avenue; 010000 Astana; Kazakhstan
Email: kanc@adilet.gov.kz
General web site: <http://adilet.gov.kz>

Fees

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

Submitting civil status certificates/documents with the Embassy of Switzerland in Astana for registering with the competent civil status authority in Switzerland:

By post/courier service

Please send the on the first page mentioned certificates/document by post/courier service but please be aware that **this Embassy does not assume any liability for the loss of documents submitted by post/courier service.**

In person

Kindly note that an **appointment is mandatory** if you wish to submit certificates/documents for registering civil status matters in person with this Swiss representation abroad. Appointments can be scheduled by email astana@eda.admin.ch.

The aforementioned certificate will be transferred to the competent civil status authority in Switzerland for registering. Please note that it takes its time until it is registered in Switzerland with [the competent civil status authority](#).

Please take note that it is mandatory to register Swiss civil matters for Swiss nationals or if you or your former spouse is related to a Swiss national through birth in Switzerland or previous marriage. Not updating civil status matters can cause delays in ordering new Swiss identity papers (Swiss residency permit, Swiss passport or Swiss ID card) or receiving pension money from Switzerland and loss of Swiss citizenship for not registered children. Please take note of the Swiss bylaw regarding civil status matters ([Zivilstandsverordnung \(ZStV\)](#) / [Ordonnance sur l'état civil \(OEC\)](#)):

Art. 39: Swiss citizens as well as foreign citizens who are related to a Swiss citizen through marriage, divorce, birth etc., must register all their civil status changes with the competent Swiss authorities abroad.

If you are unable to provide the above-mentioned certificates/documents, please check with the [Embassy of Switzerland in Astana](#) for further information.