



## Death of a Swiss citizen or spouse of a Swiss citizen in Namibia: entry in the Swiss civil status register

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July 2022

### Documents to submit

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- Original abridged Death Certificate\***, issued by the Ministry of Home Affairs and **legalized with an Apostille** (see rubric "Apostille")
- Original Swiss passport or ID card of the deceased Swiss citizen for cancellation, if available

The original certificate is submitted to the competent civil status authority in Switzerland and will not be returned in principle (**photocopies or certified copies with an Apostille issued by a Public Notary are not accepted**).

**Only original certificates** with seal and signature of the competent Officer of the Ministry of Home Affairs in charge can be accepted.

All documents marked with a \* **must not be older than six months** (date of issue) at the time of their submission to the Regional Consular Centre (RCC).

### Translation

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Documents that are not in English must be translated into a Swiss national language (German, French, Italian or Romansch).

### Apostille

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The Apostille on civil status documents can be obtained at the following local authority:

**Ministry of Justice**  
Justitia Building  
Independence Avenue  
Windhoek  
Namibia  
<http://www.moj.gov.na>

Regional Consular Centre Southern Africa  
225 Veale Street, New Muckleneuk, 0181, Pretoria, South Africa  
P.O. Box 2508, Brooklyn Square, 0075, Pretoria, South Africa  
Phone: +27 12 452 0660, Fax: +27 12 346 6605  
[southernafrica@eda.admin.ch](mailto:southernafrica@eda.admin.ch) ; [www.eda.admin.ch/pretoria](http://www.eda.admin.ch/pretoria)

## Fees

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Entry of the death in the Swiss civil status register is free of charge, however in certain cases fees can occur. If this is the case, you will be informed accordingly.

## Further information

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If the documents are sent by mail: Please include a cover letter mentioning your personal and contact details. It is however strongly recommended to use a private courier company.

Please contact the Regional Consular Centre Southern Africa (RCC) at the Embassy of Switzerland in Pretoria if the **death took place outside of Namibia**.

### **Regional Consular Centre Southern Africa**

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