



Registration in Switzerland of a birth, divorce or death in Bangladesh

Required Documents

Please note that all the Bangladeshi documents must be in original and have to be legalized by the competent Court or Notary Public and by the Ministry of Foreign Affairs, Consular Section, Dhaka, *before* submitting to the Embassy.

Birth

Full Birth Certificate or Extract from the Birth Register + 1 copy

The birth certificate must be issued by the competent local authorities of the place of birth. Date of registration, volume, page, and serial number of the register have to be mentioned on the certificate or extract. The document must not be older than six months and issued on official letterhead paper normally used by the competent local authority i.e. Chairman of Union Parishad (Union Council) or Ward Commissioner, or Municipal Committee / Municipal Corporation. The birth certificate has to be legalized by the 1st class Magistrate. Seal and rubber stamp bearing the name of the Magistrate must be clearly legible. Note: For late registrations additional documents may be requested.

Divorce

All documents + 1 copy

The following papers are part of a unilateral divorce procedure:

- Original Nikah Nama (in Bangla)
- Original Notice of Divorce (in English)
- Original Arbitration (in Bangla & English)
- Original Talak Nama (in Bangla & English), also called Talak-E-Tofweez
- Divorce Certificate (in English)

The following papers are part of a mutual divorce procedure:

- Original Nikah Nama (in Bangla)
- Divorce Certificate (in English)
- Affidavit, signed by ex-husband and ex-wife

Death

- Death certificate (issued by the competent authority of the place of death) + 1 copy

Verification of civil status documents

Usually the competent authority in Switzerland will ask for a verification of the civil status documents. This verification may cause cost up to BDT 60'000. In case the concerned person agrees, in order to win time, the verification process may be started immediately, once the documents are handed in at the Embassy and an advance payment for the costs of the verification is being paid to the Embassy.

Together with the civil status documents, 1 passport picture and copy of the passport of all the concerned persons has to be handed in.

Dhaka, 02.11.2016