



Denmark

Necessary documents to register changes in civil status taking place in Denmark

All documents are required in **original** (photocopies are not accepted) and **must not be older than six months**. In Denmark, usually electronically sent documents are not accepted. They must be stamped and signed by the Danish authorities.

The documents are sent to Switzerland and will not be returned.

If you are in possession of a family book/family certificate and send it in together with the other required documents, the update is free of charge.

Birth of a child from married parents (marriage is registered)

For the child:

- Birth certificate with name of the child and both parents (*Fødsels- og Dåbsattest* or *Personattest*)
- If available a copy of the foreign passport

Birth of a child from non-married parents

For the child:

- Birth certificate with name of the child and both parents (*Fødsels- og Dåbsattest* or *Personattest*)
- Certified copy of acknowledgement of paternity (*Faderskab / omsorg- og ansvarerklæring om faderskab*)
- If available copy of the foreign passport

For foreign father/mother:

- Birth certificate with name of the parents (*Fødsels- og Dåbsattest* or *Personattest*)
- Certificate confirming civil status (single, divorced or widowed) at time of birth (e.g. *Bopælsattest with notification in regard to civil status at time of birth*)
- If previously married or widowed:
Certified copy of Certificate of divorce (*Skilsmissebevilling*) or death certificate (*døds- og begravelsesattest* or *Personattest*)
- Certificate of residence at time of birth (*Bopælsattest*)
- Passport copy (pages with personal data and signature)

Marriage or registered partnership (same sex marriage)

- Marriage certificate (*Vielsesattest*) or certificate of registration of partnership
- Form *Questionnaire concerning marriage* (www.eda.admin.ch/nordischestaaten)

Additional for Swiss citizen:

- Certificate of residence at time of marriage (*Bopælsattest*)

- Certificate of change of name if applicable (*Attestation af Navneændring* or *Personattest and Bopælsattest with navn historie*)

Additional for non Swiss partner:

- Birth certificate with name of both parents (*Fødsels- og Dåbsattest* or *Personattest*)
- Certificate confirming civil status **before** the marriage (single, divorced or widowed) (e.g. *Bopælsattest with notification in regard to civil status before the marriage*)
- If previously married or widowed:
Certified Copy of Certificate of divorce (*Skilsmissebevilling*) or death certificate (*døds- og begravelsesattest* or *Personattest*)
- Certificate of residence at time of marriage (*Bopælsattest*)
- Certificate of change of name if applicable (*Attestation af Navneændring* or *Personattest and Bopælsattest with navn historie*)
- Passport copy (pages with personal data and signature)

Divorce

- Certified copy of Certificate of divorce (*Skilsmissebevilling*)
- Personattest with new civil status
- Confirmation of joint custody after the divorce (*Erklæring om fortsat fælles forældremyndighed efter separation eller skilsmisse*)
- Certificate of change of name if applicable (*Attestation af Navneændring* or *Personattest and Bopælsattest with navn historie*)
- Passport copy (pages with personal data and signature)
- Form *Questionnaire concerning divorce* (www.eda.admin.ch/nordischestraaten)

Death

- Death certificate (*Døds- og begravelsesattest* or *Personattest*) **and** certified copy of *Dødsattest* from doctor or hospital.
- If the deceased person owned a Swiss passport or identity card, the documents must be returned for cancellation.

Change of name

- Certificate of change of name (*Attestation af Navneændring* or *Personattest and Bopælsattest with navn historie*)
- Passport copy (pages with personal data and signature)

Where to obtain the documents

Birth certificate (*Fødsels- og Dåbsattest* or *Personattest*)

→ Church Administration (*Sogn*) of place of residence/birth

Acknowledgement of paternity / custody (*Faderskab*)

→ at place of residence or Church administration (*Sogn*) of place of residence/birth

Marriage certificate (*Vielsesattest*)

→ Church Administration (*Sogn*) or City Hall at place of marriage

Divorce certificate (*Skilsmissebevilling og separationsbevilling*)

→ Familieretshuset at place of divorce

Death certificate (*Døds- og begravelsesattest or Personattest*)

→ Church Administration (Sogn) at place of residence/death

Certificate of change of name (*Attestation af navneændring or Personattest*)

→ Church Administration (Sogn) at place of residence or borgerservice

Certificate of residence (*Bopælsattest*)

→ Folk Register (*Folkeregister*) at place of residence

For additional information, please contact the Regional Consular Center Nordic and Baltic Countries in Stockholm.