



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.

If the person concerned is a citizen of the **canton of Vaud (VD)**, all documents must be legalized by an apostil.

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*)
- Confirmation of joint custody (*Anmeldelse af aftale om fælles forældremyndighed*)
- 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 begravelserattest* 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 paernity / 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*)

→ *Borgerservice* 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.