



## Birth of a child in Fiji to married parents: How to update the Swiss civil status register

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11.08.2022

### Documents to submit

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- Fiji Birth certificate of the child with Apostille**
  - showing the full name of the parents
  - issued within the last 6 months. If the document is older, a new document must be ordered
  - legalised with an Apostille
  - photocopies, scans or certified copies will not be accepted
  - will not be returned to you
  
- Two copies of the foreign passport of the child**, if the child already holds a passport
  
- Form** "[Additional information to register a Birth](#)", dated and signed by both parents

### Fees

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Registration of the birth in the Swiss civil status register is free of charge.

### Further information

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#### Where to obtain the documents?

Ministry of Justice, Registrar of Birth, Death and Marriage  
Ground Floor, Suvavou House, Victoria Parade, Suva (Republic of Fiji)  
Website [www.justice.gov.fj](http://www.justice.gov.fj)  
Phone: (679) 331 5280 or (679) 330 8600, Fax: (679) 3300 4917

#### Where to obtain the Apostille?

Ministry of Foreign Affairs, International Cooperation  
Level 1 & 2, South Wing, Bose Levu Vakaturaga Complex, 87 Queen Elisabeth Drive  
Postal address: P.O. Box 2220, Government Buildings, Suva, Republic of Fiji  
Website: [www.foreignaffairs.gov.fj](http://www.foreignaffairs.gov.fj)  
Phone: +679 330 96 45  
E-mail: [foreignaffairs@govnet.gov.fj](mailto:foreignaffairs@govnet.gov.fj)

**See next page for further information**

**Where to send the documents?**

Embassy of Switzerland  
10 Customhouse Quay  
P.O. Box 25004  
Wellington 6146  
New Zealand

Upon receipt of the relevant documents, the Embassy will translate and legalise the documents and forward them to the appropriate authority in Switzerland, so that the family details can be updated in the Swiss civil status register (Infostar); this takes on average 3-4 months.

The civil registrar authorities in Switzerland may request additional documents / information.

Failure to register children before the age of 25 will lead to the loss of their **Swiss citizenship**. Information regarding the Swiss citizenship of your child can be found on our website [citizenship](#).

After the completed registration of the birth in the Swiss civil status register, an application for a **Swiss passport** and / or identity card may be submitted. The parents may file such an application through the website: [Passport and identity card](#).