



## 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.

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#### 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 resp. Skilsmisseafgørelse* with confirmation of entry into force resp. *Dom* with confirmation of entry into force) 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/nordischestraaten](http://www.eda.admin.ch/nordischestraaten))

### **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 resp. Skilsmisseafgørelse* with confirmation of entry into force resp. *Dom* with confirmation of entry into force) 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)
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## **Divorce**

- Certified true copy of the divorce certificate, issued by *Familieretshuset* (*Skilsmissebevilling* or *Skilsmisseafgørelse* with confirmation of entry into force). In contrast, in case of a judiciary divorce, a certified true copy of the court's decision (*Dom*) with confirmation of entry into force is required.
  - *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](http://www.eda.admin.ch/nordischestraaten))
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## **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.
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## **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)
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## Where to obtain the documents

### **Birth certificate** (*Fødsels- og Dødsattest 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*)

→ Familieretshuset resp. court 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.