



Birth of a child in Greece to parents married to each other: Entry in the Swiss civil status register

12.05.2022

Documents to submit

- The original birth certificate or a legalised copy issued by the civil registry office (Ληξιαρχική πράξη γεννήσεως ή φωτοαντίγραφο επικυρωμένο από το ληξιαρχείο)
- if you have a Swiss family certificate (formerly family record book) and you would like to have it updated, please submit that too

The original documents are submitted to the competent civil status authority in Switzerland and must not be older than six months. They can be returned on written request only prior to being sent to Switzerland.

Important: Photocopies and coloured scans legalized by a lawyer or another authority are not accepted. By request of the competent authorities in Switzerland, additional documents may be required if necessary.

Legalisation (Apostille)

All foreign documents must bear the Apostille (Σφραγίδα της Χάγης) which is issued by the competent Greek decentralised administration. These administrations can be found: https://en.wikipedia.org/wiki/Decentralized_administrations_of_Greece

Translation

After the Apostille has been issued, the document must be translated into an official Swiss language (German, French or Italian) by a translator of the Hellenic Ministry of Foreign Affairs or by a certified translator of your choice based on the ELOT-Hellenic Standard (the standardised transcription of Greek into Latin characters applied by the Greek authorities).

It should be noted that translations made electronically by authorised translators of the Hellenic Ministry of Foreign Affairs via <https://www.mfa.gr/ypiresies-gia-ton-politi/metafrastiki-ypiresia/i-metaphrastiki-ypiresia.html> are accepted by Decision No 4781/2021 of the MAE. These translations do not longer have a handwritten signature, but mention a digital code on top of the page.

Fees

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

Further information

- All original documents must be accompanied by a photocopy.
- The documents must be sent by registered mail or by courier service in order to avoid any loss.
- The registration period is 2-3 months, sometimes longer for some cantons.