



Death in the Republic of Korea: entry in the Swiss civil status register

March 2024

Documents to submit

In order to register the death of a Swiss citizen or the spouse of a Swiss in the Swiss civil status register (Infostar), the following documents and information generally have to be submitted to the competent Swiss representation.

Submission of documents is possible with appointment or by post. Please contact the consular section of the Embassy by e-mail seoul.chancery@eda.admin.ch or by phone.

Swiss citizen

- Death certificate from the hospital, 'Samang Jindanseong (사망진단서)', this must be first translated/legalized by a law firm and only after that you may obtain the Apostille*.
- Swiss identity documents of the deceased (passport and identity card). The voided documents can be returned for commemorative purposes if the family requests this when submitting them.
- Address and contact details of surviving relatives
- All certificates/documents must be submitted as originals - they will not be returned.

The original documents are submitted to the civil status authority concerned in Switzerland and **must not be older than three months**. They will not be returned. Photocopies are not accepted. Additional documents may be required if necessary.

Korean citizen or Swiss citizen with Korean nationality

- Identification Certificate, detailed 'Gibon Jungmyungseo-sangsae (기본증명서-상세)' with Apostille* + copy
- Swiss identity documents of the deceased (passport and identity card). The voided documents can be returned for commemorative purposes if the family requests this when submitting them.
- Address and contact details of surviving relatives
- Korean civil documents will be translated by the Embassy of Switzerland in Seoul.
- All certificates/documents must be submitted as originals - they will not be returned.

The original documents are submitted to the civil status authority concerned in Switzerland **and must not be older than three months**. They will not be returned. Photocopies are not accepted. Additional documents may be required if necessary.

Apostille

To obtain 'Apostille' on Korean civil status documents, please contact the following office

77 Songwol-gil
Jongno-gu
Seoul 03165

Phone: 0082 2 739 95 11, Fax: 0082 2 737 93 92
seoul@eda.admin.ch, www.eda.admin.ch/seoul

Service and Support center for Overseas Koreans

Twin Tree A bldg, 15fl.

6 Yulgok-ro, Jongno-gu, Seoul 03142

Tel. +82 2 6747 0404

<http://www.oka.go.kr/oka/services/info/apostille/>

How to get Apostille: <http://www.oka.go.kr/oka/services/info/apostille/>

or **E-Apostille**: <https://www.apostille.go.kr/gb/app/appIndex.do>

Fees

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

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