

FAQ'S Birth Registration of a New Born Child of an Indian National

For applying for Indian Nationality for the child born in consular jurisdiction of Embassy of India Berlin. If you are residing in (Berlin, Brandenburg, Mecklenburg-Vorpommern, Sachsen- Anhalt, Thüringen)

Q1	Why do I need to register the Birth of a new born child ?	<ul style="list-style-type: none">● Parents of a new-born child are legally required to register the child's birth in order to obtain a birth certificate and give him/her an official identity and apply for an Indian passport.
Q2	When do I apply for the registration of my new born child ?	<ul style="list-style-type: none">● The application for registration birth of a new born child must be made within a period of one year from the date of birth of the child.● If the application is made after one year of the date of birth of the child. it must be accompanied with an additional letter explaining the circumstances for the delay along with supporting documents. Please note that in such cases the registration of a birth requires special permission and takes more time than usual.
Q3	Is Birth Certificate mandatory for applying for a fresh Passport for the child ?	<ul style="list-style-type: none">● Yes
Q4	List of Documents that are necessary for registration of a new born child ?	<ul style="list-style-type: none">● Application Form: Form I● Copy of German Birth Certificate (Geburtsurkunde)

		<ul style="list-style-type: none"> ● Proof of Residence (Anmeldung) ● Copy of Passports of Parents ● Valid Residence Permit (Aufenthalt Erlaubnis) ● Undertaking by parents at the link given below: Undertaking-registration of a new born child.pdf (indianembassyberlin.gov.in) ● Declaration Form Affidavit reg not applied for German or any other nationality.pdf (indianembassyberlin.gov.in)
Q5	How long does it takes to get the Birth Certificate of a new born child ?	<ul style="list-style-type: none"> ● The process usually takes 1-2 weeks after the complete documents are received.
Q6	What is the fee for the Birth Certificate of a new born child ?	<ul style="list-style-type: none"> ● Processing Fee .19.00 € ● ICWF charges . 2.00 € ● Total . 21.00 €
Q7	What are the mode of Payment	<ul style="list-style-type: none"> ● Cash payment is only possible when the application is submitted in person at the Embassy of India Berlin ● Bank transfer details are... <p>IBAN: DE59100100100631068104 BIC: PBNKDEFF Bank: Postbank Berlin Account No. 631068104 BLZ: 10010010</p> <p>Remarks: BIRTHCERT_DATEOFAPPLICATION_APPLICANT NAME (first 13 character)</p> <p>Example. BERTCERT_21-06-2022_Abhijit Sharma</p>

Q 8	How can corrections be done ?	<ul style="list-style-type: none"> ● You have to reapply with a fresh application and all the correct details as mentioned in Question No 4 above
Q 9	How can I add the name of the father on the Birth Certificate when couple is not married ?	<ul style="list-style-type: none"> ● In case the couple is not married, the name of the father can be included in the certificate issued by the Embassy only if father name is mentioned in the birth certificate issued by local authorities.
Q 10	If I am single parent of my child, what are the additional documents required for the birth registration of a new born child apart from those mention in Q 4?	<ul style="list-style-type: none"> ● In this case at least one of the parents must be an Indian National. ● Form Annexure- H is mandatory link is given below: ● Annexure-H.pdf (indianembassyberlin.gov.in) ● Affidavit reg not applied for German or any other nationality.pdf (indianembassyberlin.gov.in)