Requirements for Filing a Report of Death (may be done personally or by mail)

IMPORTANT:
All documents in German must be accompanied by an official English translation.
International versions of German civil registry documents with built-in English translation are preferred.
Original documents coming from the Philippines should be issued by the Philippine Statistics Authority (PSA) and authenticated by the Department of Foreign Affairs (DFA) in Manila.
The attending consular officer may require additional proof or documents from the applicant.

1. Accomplished ***Report of Death*** **form** – 4 original forms must be filled out and entries must be typewritten or printed legibly.
2. *Auszug aus der Sterbeeintrag*/**Death Registry Certificate** (in Formule C) – 1 original and 3 photocopies
3. *Leichenshauschein* (**Medical Report of Death**), stating the cause of death as certified by the attending physician - 1 original and 3 photocopies
4. **Original Passport** of the deceased + 4 photocopies
5. **Affidavit of Delayed Registration** (if death was not registered within one year from the time of death) – 1 original and 3 photocopies
   If filed by mail, the Affidavit must be notarized by a German Notary and authenticated by the Landgericht.
6. Fees: Report of Death Euro **22,50**
   Additional fee for Affidavit of Delayed Registration Euro **22,50**
7. **Self-addressed return envelope** with €3,95 postage stamps for registered mail (Einschreiben).

If applying by mail, please pay the fees by bank transfer. Send the EXACT amount and enclose proof of payment (Überweisungsbeleg). If applying with the Honorary Consular Posts, please use their own bank details. Fees paid by bank transfer cannot be refunded by the Philippine Consulate General in Frankfurt.

Bank details of the Philippine Consulate General, Frankfurt
Name : **Generalkonsulat Philippinen**
IBAN : **DE76 1004 0000 0263 7106 02**
BIC : COBADEFFXXX

Checklist (please make sure that your submission is complete and in proper order)

	Report of Death Form *4 originals*	☐	***Death Registry Certificate*** *1 original + 3 copies*	☐	***Passport of the Deceased*** *1 original + 4 copies* ☐
	Medical Report of Death *1 original + 3 copies*	☐	***Self-addressed return envelope*** *3.60 € stamps*	☐	***Proof of payment*** *Costs mentioned above* ☐
If Needed:	***Aff. Of delayed registration*** *1 original + 3 copies*				

(Updated 21 October 2015)