



## Death in Fiji: How to update the Swiss civil status register

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11.08.2022

### Documents to submit

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- Original death certificate with Apostille**
  - issued within the last 6 months. If the document is older, a new document must be ordered
  - legalised with an Apostille
  - photocopies, scans or certified copies will not be accepted
  - will not be returned to you
  
- Swiss identity documents** of the deceased (passport and identity card), if applicable.  
The cancelled documents can be returned for commemorative purposes if the family requests this when submitting them.
  
- Contact details** (name, address, phone number and email) **of next of kin**

### Translation

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Documents that are not in a Swiss national language or in English must be translated.

### Fees

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

### Further information

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#### Where to obtain the documents?

Ministry of Justice, Registrar of Birth, Death and Marriage  
Ground Floor, Suvavou House, Victoria Parade, Suva (Republic of Fiji)  
Website: [www.justice.gov.fj](http://www.justice.gov.fj)  
Phone: (679) 331 5280 or (679) 330 8600, Fax: (679) 3300 4917

#### Where to obtain the Apostille?

Ministry of Foreign Affairs, International Cooperation  
Level 1 & 2, South Wing, Bose Levu Vakaturaga Complex, 87 Queen Elisabeth Drive  
Postal address: P.O. Box 2220, Government Buildings, Suva, Republic of Fiji  
Website: [www.foreignaffairs.gov.fj](http://www.foreignaffairs.gov.fj)  
Phone: +679 330 96 45  
E-mail: [foreignaffairs@govnet.gov.fj](mailto:foreignaffairs@govnet.gov.fj)

**See next page for further information**

**Where to send the documents?**

Embassy of Switzerland  
10 Customhouse Quay  
P.O. Box 25004  
Wellington 6146  
New Zealand

Upon receipt of the relevant documents, we will translate and legalise the documents and forward them to the appropriate authority in Switzerland, so that the family details can be updated in the Swiss civil status register (Infostar). The original documents will not be returned.

The civil registrar authorities in Switzerland may request additional documents / information.