

Birth Registration Procedures

Congratulations to your newborn child. We wish you all the best.

The following instructions will assist new parents with babies born at the Saint Johannis (Nardini Klinikum) in Landstuhl in applying for your baby's German birth certificate.

The hospital will send the completed and signed birth report to the registry office (Standesamt Landstuhl). From the registry office you will receive your baby's German birth certificate.

Note: The German birth certificate simply documents the birth of your child. The certificate does not give dual citizenship to the baby.

Required Documents:

1. Parents Birth Certificates
2. Parents Passports (no fee and official passports are acceptable)
3. Parents Marriage Certificate
4. Name declaration if you have different surnames
5. If not married the paternity recognition of the father with declaration of consent from the mother
6. Divorce decree, Naturalization papers, if applicable

If the documents are not in English, please provide a translation of the documents in English or German.

Currently you have two options

Option 1: Scan or photograph all required documents and send via email with your phonenummer to the registry office. The registry office will contact the parents to discuss further action and make an appointment to pick up baby's German birth certificate.

Option 2: Visit the German registry office in person and submit your documents. This can be done by scheduling an appointment with the registry office. Contact the office by phone or email.

You can request the following certificates:

- Birth certificate only in German language
- Multilingual international birth certificate
- Geburtenregister (this special certificate is needed for the consulate in Frankfurt to apply for the American passport)

Fee: 13 Euros per certificate (6,50€ for each additional certificate)

A payment can be done by cash or credit card at the office or via bank transfer

Contact:

Standesamt@landstuhl.de

Mr. Marnet	06371-83 123
Ms. Thum	06371-83 422
Ms. Gmeinwieser	06371-83 121
Ms. Herbst	06371-83 223

Location: Kirchenstraße 41, 66849 Landstuhl
(Standesamt „Alte Rentei“ – German Registry)

Since it is not possible to park directly at the registry office, the place „Am Alten Markt“ for example is a possibility for parking. There is a little footpath right across the street from the „Irish Pub“ that will get directly to the office in one Minute. The entrance is on the back side of the building.

Opening hours:

Monday, Tuesday, Wednesday	08.30 – 12.00
Thursday	08.00 – 18.00
Friday	08.30 – 12.00