



Checklist Name Declaration: Change of order of forename

Please send a scan of the documents mentioned in the checklist via e-mail to info@dublin.diplo.de in order to prepare your name declaration.

For your appointment at the Embassy, please bring all the listed documents as **originals plus two copies**. The copies will be certified by the Embassy and the original documents returned to you at once.

<input checked="" type="checkbox"/>	www.dublin.diplo.de info@dublin.diplo.de
<input type="checkbox"/>	fully completed application form : name declaration for change of order of forename
<input type="checkbox"/>	proof of identity (passport/ID)
<input type="checkbox"/>	birth certificate if applicable official translation into German or English
<input type="checkbox"/>	proof of address for Ireland , e.g. utility bill or bank statement
<input type="checkbox"/>	Deregistration certificate from last German address
<input type="checkbox"/>	If applicable: marriage certificate and if applicable name certificate
<input type="checkbox"/>	If applicable: divorce decree or death certificate of late spouse
<input type="checkbox"/>	if applicable: recognition of the foreign divorce order, issued by the competent German authority

Please note that the registrar's office might request further documents, for example translations of certificates that are not in German.

The fee for your name declaration is 25,- Euro plus 10,- Euro for the certification of copies which will be forwarded to the registrar's office.

The processing time is dependent on the registrar's office in Germany. The German Embassy in Dublin has no influence on processing times and cannot give any estimates.