



Checklist Name Declaration: Name of a Child

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 a child
<input type="checkbox"/>	proof of identity of both parents and if applicable the child (passport/ID)
<input type="checkbox"/>	proof of citizenship of both parents and the child (passports, citizenship certificates, naturalisation certificates etc.)
<input type="checkbox"/>	birth certificate of both parents , if applicable official translation into German or English
<input type="checkbox"/>	birth certificate of the child , if applicable official translation into German or English
<input type="checkbox"/>	if applicable: marriage certificate of the parents
<input type="checkbox"/>	proof of address for Ireland , e.g. utility bill or bank statement
<input type="checkbox"/>	if applicable: in case of previous marriage of the parents: divorce decree or death certificate of late spouse
<input type="checkbox"/>	if applicable: birth certificate of younger siblings
<input type="checkbox"/>	if applicable: acknowledgement of paternity
<input type="checkbox"/>	if applicable: adoption order

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.