



Birth of a child Laos to parents who are not married: entry in the Swiss civil status register

June 2025

Births of children to Swiss nationals have to be reported to the Regional Consular Center as soon as possible.

The child receives Swiss nationality through registration of the birth in the Swiss Civil Registry (Exception: if the child was born before 1 January 2006 to an unmarried Swiss father).

Documents to submit

- ☐ **Birth certificate** or a **Confirmation of birth** (less than 6 months old) with first and surnames of parents
 - available from the village chief or at the district office
- ☐ **Lao passport**, if already existing
- ☐ Simple copy of the parents' passports in case the parents are not registered at the Regional Consular Center.

From the Swiss partner furthermore

- ☐ **Swiss passport**

From the Lao parent furthermore

- ☐ **Lao passport**
- ☐ **Birth certificate** or a **Confirmation of birth** (less than 6 months old) with first and surnames of parents
 - available from the village chief or at the district office
- ☐ **Certificate of residence** (less than 6 months old) or **Family book**
 - available from the village chief
- ☐ Certificate of Civil status (less than 6 months old) with clear statement to the actual marital status "single", "divorced" or "widowed", available from the village chief
 - if divorced: an additional **extract of the divorce register**
 - if widowed: the **death certificate** of the previous spouse in addition
- ☐ **Certificates regarding changes of first and surnames** in case they were ever changed

to the child furthermore

- ☐ **Certificate of acknowledgement** (less than 6 months old)
 - issued by the Family Registration Office at the place of residence of the child's mother

The original documents are submitted to the civil status authority concerned in Switzerland and must not be older than six months. They will not be returned. Photocopies are not accepted. Additional documents may be required if necessary.

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Translation

All Lao language documents require translation into English, French or German through a translation office approved by the Ministry of Foreign Affairs of Laos. Only for documents that are already bilingual (Lao/English) thorough, no translation will be needed.

Legalisation

All documents from Laos as well as their translation require to be **legalized by the Ministry of Foreign Affairs of Laos** prior to their submission at the Regional Consular Center in Bangkok.

Contact details of the Laotian Ministry of Foreign Affairs and information regarding legalisations can be found on the following link: www.mofa.gov.la

Fees

Entry of the birth in the Swiss civil status register is free of charge.

Further information

The birth certificate must be submitted in **original** during [counter opening hours](#) (with prior [appointment](#)) or sent by post.

Personal submission at the [Consular Agency](#) in Vientiane, Laos, is possible upon appointment

The birth certificate will be sent through official channels to the civil status office in Switzerland. The processing time until the birth is registered can take **at least two months**.

After this period, the civil status office responsible for your place of origin can provide information on the status of the registration and issue certificates (e.g. confirmation of birth) upon request.

Important: After the completed registration of birth in the Swiss Civil Registry, an application for a Swiss passport and/or Identity card may be submitted. The parents may file such an application through the website www.schweizerpass.ch.

If the Swiss parent is not registered with the Regional Consular Center as a Swiss abroad and the child continues to live in Thailand, **registration** of the child as a Swiss abroad is necessary. In such case, a completed registration form signed by both parents must also be submitted (see this representation's [website](#)).

Should you have any questions, please contact the Regional Consular Center.