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Documents publics

Informations par pays et formulaires en ligne concernant le règlement (UE) 2016/1191

En juillet 2016, l'Union européenne a adopté un [règlement](#) simplifiant la circulation de certains documents publics entre les pays de l'UE. Ce règlement vise à réduire les formalités administratives et les coûts pour les citoyens lorsque ceux-ci doivent présenter un document public délivré par les autorités d'un pays de l'UE aux autorités d'un autre pays de l'UE. Conformément au règlement, les documents publics (par exemple, les actes de naissance ou les actes notariés de mariage) délivrés dans un pays de l'UE doivent être acceptés comme étant authentiques dans un autre pays de l'UE sans devoir être revêtus d'un cachet d'authentification (l'apostille). Les documents publics auxquels s'applique le règlement concernent notamment l'état civil (par exemple, la naissance, le décès, le mariage, le partenariat enregistré, l'adoption), mais également la résidence et l'absence de casier judiciaire.

Le règlement supprime aussi l'obligation de fournir dans tous les cas des copies et traductions certifiées conformes des documents publics délivrés dans un autre pays de l'UE. Il introduit des formulaires types multilingues facultatifs, qui peuvent être joints aux documents publics afin d'éviter la nécessité de traductions. Le règlement ne régit pas la reconnaissance, dans un pays de l'UE, du contenu ou des effets d'un document public délivré dans un autre pays de l'UE. La reconnaissance de ce contenu ou de ces effets dépend de la législation du pays de réception du document. Le règlement s'applique depuis le 16 février 2019.

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Public documents - Belgium

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

The use of languages by local services is governed by Belgium's language-related legislation for administrative matters (Law of 2 August 1963 on the use of languages for administrative matters and the Royal Decree of 18 July 1966 coordinating laws on the use of languages for administrative matters).

This legislation determines which language(s) citizens may use when submitting documents to an authority.

Belgium has four linguistic regions: the Dutch-speaking region, the French-speaking region, the German-speaking region, and the Brussels Capital region (Article 2 of the Law on the use of languages for administrative matters). In each linguistic region, the local authorities will only accept documents submitted in the language of that region.

Dutch-speaking region:

The municipalities in the provinces of Antwerp, Limburg, East Flanders, West Flanders and Flemish Brabant:

where documents should be submitted in **Dutch**

With the exception of: the municipalities of Sint-Genesius-Rode, Wezembeek-Oppem, Drogenbos, Kraainem, Linkebeek, Wemmel, Bever, Herstappe, Spiere-Helkijn, Voeren, Mesen and Ronse:

where documents should be submitted in **Dutch, but may be submitted in French.**

French-speaking region:

The municipalities in the provinces of Hainaut, Luxembourg, Namur, Liège (with the exception of the German-speaking area) and Walloon Brabant:

where documents should be submitted in **French.**

With the exception of: the municipalities of Soignies, Enghien, Mouscron and Comines-Warneton:

where documents should be submitted in **French, but may be submitted in Dutch.**

With the exception of: the municipalities of Malmédy and Waimes:

where documents should be submitted in **French, but may be submitted in German.**

German-speaking region:

The municipalities of Amel, Büllingen, Burg-Reuland, Bütgenbach, Eupen, Kelmis, Lontzen, Raeren and Sankt Vith:

where documents should be submitted in **German, but may be submitted in French.**

Brussels Capital region:

The municipalities of Anderlecht, Auderghem, Berchem-Sainte-Agathe, Brussels, Etterbeek, Evere, Ganshoren, Forest, Ixelles, Jette, Koekelberg,

Molenbeek-Saint-Jean, Saint-Gilles, Saint-Josse-ten-Noode, Schaerbeek, Uccle, Watermael-Boitsfort, Woluwe-Saint-Lambert and Woluwe-Saint-Pierre:

where documents may be submitted in **Dutch or French.**

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

1) Civil status certificates (drawn up by Belgian municipalities and by diplomatic missions and consulates)

Birth certificate;

Marriage certificate;

Adoption certificate;

Acknowledgement certificate;

Death certificate;

Change of surname certificate;

Change of first name certificate;

Divorce certificate;

Missing person certificate;

Belgian nationality certificate;

Stillbirth certificate;

Prenatal acknowledgement certificate;

Certificate regarding declaration of choice of surname;

Change of registered gender certificate;

Adoption revocation certificate, adoption review certificate, second change of registered gender or cancellation certificate.

2) Court decisions

Court decision substituting a birth certificate;

Court decision establishing a parent-child relationship (application to establish maternal, paternal or co-maternal relationship);

Court decision contesting a parent-child relationship (maternity, presumed paternity or co-maternity, recognition by the mother, father or co-mother);

Adoption decision by the court.

3) Extract from the Central Criminal Register

Provided that the extract does not list any convictions and therefore shows a clean criminal record:

extract from the Central Criminal Register issued pursuant to Article 595 of the Code of Criminal Procedure;

extract from the Central Criminal Register issued pursuant to the first subparagraph of Article 596 of the Code of Criminal Procedure;

extract from the Central Criminal Register issued pursuant to the second subparagraph of Article 596 of the Code of Criminal Procedure.

In Belgium, extracts for use by individuals are usually issued by the municipal authorities, which have been connected to the Central Criminal Register since 1 January 2018. The Central Criminal Register only issues certificates directly in specific circumstances (such as for foreign residents, diplomats or legal persons).

4) Certificates issued by consular posts

Certificate of non-impediment to marriage;

Civil status certificate (divorce, legal separation and annulment of marriage, registered partnership, dissolution of registered partnership);

Certificate of domicile (domicile and/or residence, with or without address history);

Nationality certificate;

Extract from registers;

Household composition certificate;

Name concordance certificate.

5) Certificates issued by municipalities/the Federal Public Service of the Interior (*SPF Intérieur*)

Certificate showing a person's main residence;

Certificate showing a person's main residence with address history;

Proof of life certificate;

Belgian nationality certificate;

Legal cohabitation certificate;

Pre-nuptial residence certificate;

Belgian electoral certificate;

Extract from registers.

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

1) Copies of civil status certificates

Drawn up by municipalities and consular posts:

- Birth certificate;

- Marriage certificate;

- Death certificate.

2) Extract from the Central Criminal Register

- Absence of a criminal record.

3) Certificates issued by consular posts

- Proof of capacity to marry;

- Marital status.

4) Certificates issued by municipalities/the Federal Public Service of the Interior

- Certificate showing a person's main residence -> Annex X;

- Certificate showing a person's main residence with address history -> Annex X;

- Proof of life certificate -> Annex II;

- Legal cohabitation certificate -> Annex VII;

- Pre-nuptial residence certificate -> Annex X.

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

As yet, there is no list of sworn translators in Belgium.

The Law of 10 April 2014 amending various provisions with a view to establishing a national register of legal experts and establishing a national register of sworn translators, interpreters and translator-interpreters entered into force on 1 December 2016.

This law sets out to create a national register of sworn translators, interpreters and translator-interpreters; however, the national register is not yet operational.

A new law on the further development of the national register is currently being drafted. Once the law has been passed and the national register is operational, Belgium will send the Commission a link to the website of the national register. This website will make it easy for anyone to find a sworn translator for the language they need in their region, although not all information on sworn translators will be publicly available.

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

1) Civil status certificates:

- Municipalities;

- Taken directly from the database of civil status certificates (*Banque de données des actes de l'état civil, BAEC*);

- Belgian embassies and consulates;

- The Federal Public Service of Foreign Affairs - Personal Rights Directorate (*SPF Affaires étrangères – Direction Droit des personnes*).

2) Certificates issued by municipalities/the Federal Public Service of the Interior (using 'Mon dossier')

- Federal Public Service of the Interior – Directorate-General for Institutions and Population - National Register (*Direction générale Institutions et Population - Registre national*).

3) Extract from the Central Criminal Register

'Copies' of an extract from the Central Criminal Register cannot be certified as authentic copies. Only the original extract issued is considered authentic.

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

Information regarding extracts and certificates (not certified copies)

1) Civil status certificates:

- The logo of the municipality OR the logo of the BAEC OR the logo of the consular post and the logo of Belgium.
- Electronic stamp of the BAEC + link/barcode to be used to check that the copy or extract was issued by the BAEC.

2) Certificates from the Federal Public Service of the Interior (using 'Mon dossier');

The seal (electronic stamp) of the Kingdom of Belgium and the words 'SPF Intérieur – Registre national' appear on each document.

The files are in PDF format and feature the National Register's signature and all the official logos.

The electronic stamp appears in the letters 'IBZ' in the header.

3) Extracts from the Central Criminal Register

- Extracts issued by the municipal authorities

The extract must be dated and signed by the municipal authorities. (Article 10, Royal Decree of 21 November 2016).

Currently, extracts must always feature an authentic stamp, the date and the signature of the mayor or his/her deputy.

As extracts are taken from the Central Criminal Register, they will also always feature a visible (scanned) signature of the Director of the Central Criminal Register.

A number of municipalities already issue extracts in electronic format.

- Extracts issued by the Central Criminal Register

The document will feature the embossed stamp of the Central Criminal Register, as well as the (registered) signature of the official who issued the extract.

Article 24(1)(g) – information about the specific features of certified copies

Nothing aside from what is referred to above.

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Public documents - Czech Republic

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

Czech, Slovak

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

birth certificate;

marriage certificate;

death certificate;

registered-partnership certificate;

certificate of legal capacity to marry;

certificate of legal capacity to enter into a registered partnership;

verbatim extract from the family register;

confirmation of data entered in the family register;

confirmation of data set out in the document registry or in the duplicate family register kept until 31 December 1958;

decision permitting a change of forename or surname,

confirmation of marriage;

criminal records extract for natural persons;

notary's certificate confirming that somebody is alive;

provision of data from the population register to a natural person;

certificate containing an affirmative declaration from parents on the paternity of a child (born or unborn);

confirmation of marriage (issued by a Czech embassy or consulate);

court decisions concerning the facts set out in Article 2(1) of the Regulation, for example:

judgment determining the date of birth of a minor;

judgment declaring a person dead;

judgment determining a person's valid date of death;

judgment granting a minor permission to marry;

judgment recognising a minor's legal capacity;

divorce judgment;

judgment declaring paternity,

judgment declaring maternity;

judgment on the adoption of a minor or judgment on the adoption of an adult.

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Birth certificate (Birth)

Death certificate (Death)

Marriage certificate (Marriage)

Certificate of legal capacity to marry (Capacity to marry)

Registered-partnership certificate (Registered partnership)

Certificate of legal capacity to enter into a registered partnership (Capacity to enter into a registered partnership)

Criminal records extract for natural persons (Absence of a criminal record in the Member State of nationality of the person concerned)

Provision of data from the population register to a natural person (Domicile and/or residence)

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

Interpreters under Act No 36/1967 on experts and interpreters - list of interpreters available on the Ministry of Justice website:

[http://datalot.justice.cz/justice/repznatl.nsf/\\$\\$SearchForm?OpenForm&Seq=1#_RefreshKW_select_5](http://datalot.justice.cz/justice/repznatl.nsf/$$SearchForm?OpenForm&Seq=1#_RefreshKW_select_5)

Czech embassies and consulates – verification of the accuracy of translations under Section 18(3)(e) of Act No 150/2017 on external service

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Certification that a document is a true copy of an original document (confirmation of authenticity) is carried out by the following:

regional authorities;
municipal offices of municipalities with extended power;
municipal authorities, district offices or offices of municipal districts of territorially structured corporate towns, and offices of Prague City districts; the list thereof is laid down in implementing legislation (the list of municipal authorities carrying out confirmation of authenticity and legalisation is laid down in Annex No 1 to Implementing Decree No 36/2006 on certifying that a document is a true copy of an original document and on certifying the authenticity of a signature, as amended);
military district authorities;
postal licence holder (Czech Post);
Czech Chamber of Commerce;
notaries,
Czech embassies (consulates).

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

Certified translations

1. Certified translation by an interpreter

Interpreters shall indicate on the first page of a written translation the language from which the translation has been made and on the final page they shall affix confirmation of their interpreting expertise and stamp it with their interpreter's stamp. The translated document or a certified copy thereof must be securely stapled to the written translation. The confirmation of interpreting expertise may be hand-written or typed, or stamped.

The confirmation of interpreting expertise shall contain the following:

Information concerning the appointment of the person as an interpreter (information concerning the court decision appointing the interpreter – place and date of issue, reference number, information concerning the language for which the interpreter has been appointed);

confirmation that the translation accurately conveys the text of the attached document;

information concerning corrections to the translation;

sequence number under which the translation has been entered in the interpreter's log;

place and date of issue of the confirmation of interpreting expertise;

forename, surname, signature of interpreter, stamp.

The interpreter's address and other contact information, such as telephone number, email address, data box ID and registration number in the Chamber of Court-Appointed Interpreters and Translators of the Czech Republic, may be added to the above mandatory information. Indicating the number of actual pages that the translation contains is also advisable.

The confirmation of interpreting expertise is always drawn up in the target language.

2. Certification of the accuracy of the translation of a public document by a Czech embassy or consulate

An authentication certificate certifying the accuracy of a translation shall contain the following:

name of embassy or consulate;

sequence number under which the certification is entered in the certification log;

language of the translated document;

language into which the document has been translated;

information about whether the translation was commissioned by the embassy or submitted by the applicant;

information about whether the translation is full or partial;

the forename(s), surname and signature of the person certifying the document's accuracy;

official stamp, and

place and date of certification of the translation's accuracy.

Certified copies

Certification that a document is a true copy of an original document (confirmation of authenticity) shall display, on the original document or on a sheet securely affixed to the original document, the authentication certificate and official stamp. The authentication certificate shall contain the following:

the name of the authority;

the sequence number under which the confirmation of authenticity is entered in the certification log;

information stating that the document being authenticated is identical to the document from which it was created and whether this document is an original, the already certified and authenticated document, a document resulting from an authorised document conversion, a duplicate created from the file, or a copy of a written decision or operative part of a decision issued in accordance with special legislation;

the number of pages of which the document consists;

information about whether the document being authenticated is a full or partial duplicate or a full or partial copy;

information about whether the document from which the document being authenticated has been created contains a visible security feature which forms part of the legally significant contents of that document (e.g. hologram);

the date on which the confirmation of authenticity was carried out;

the forename(s), surname and signature of the person carrying out the confirmation of authenticity (i.e. official, mayor or deputy mayor, employee engaged at a military district authority, employee of the postal licence holder or Czech Chamber of Commerce).

Article 24(1)(g) – information about the specific features of certified copies

The confirmation of authenticity is displayed on the document being authenticated in the form of an authentication certificate on each sheet, or the sheets of the document being authenticated are securely stapled to a bundle and sealed. The seal is stamped with an official stamp on both sides so that part of the official stamp is printed on the document being authenticated.

If there is insufficient room on the document being authenticated to display the authentication certificate, it is instead displayed on an individual sheet of paper securely affixed to the document being authenticated and the area where this is affixed is sealed (see above).

If the document being authenticated is composed of one or several sheets and each individual sheet has writing on only one side, the blank sides are struck through from the upper left corner to the lower right corner and the authentication certificate is displayed on the side which is being authenticated.

If in the text of the document being authenticated, or between the authentication certificate and the text on the document being authenticated, a blank area appears, the person carrying out the certification shall strike through the blank area from the upper left corner to the lower right corner.

The authentication certificate template is laid down in Annex 2 to Implementing Decree No 36/2006 on certifying that a document is a true copy of an original document and on certifying the authenticity of a signature, as amended.

The authentication certificate is displayed on a document which is being authenticated in the following ways:

with a stamp and the above-described information written out by hand, or with a print-out created using IT technology containing the above data; the print-out is printed on a self-adhesive label, on the document or on an individual sheet of paper. The label is affixed to the document being authenticated and stamped with an official stamp so that part of the official stamp is printed on the label. The print-out of the authentication certificate on an individual sheet of paper shall be securely affixed to the document being authenticated.

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Public documents - Denmark

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

As a general rule, Danish authorities are only obliged to accept public documents in Danish and may thus require these documents to be translated if they are not in Danish.

Under the Nordic Language Convention, however, certain documents may be accepted in Finnish, Icelandic, Norwegian and Swedish. This applies in particular to change-of-name certificates, permission to use a name, approval of a name, marriage certificates, civil partnership certificates, certificates of marital status, divorce decrees, separation orders and judgments relating to divorce, separation or annulment of marriage, and judgments to the effect that a marriage or a registered civil partnership is recognised as no longer existing. Furthermore, documents relating to the processing of cases concerning a person's name may be accepted in German or English.

Documents confirming the absence of any criminal record may also be accepted in English.

In specific cases, however, an authority may allow documents in other languages, but it is not obliged to recognise any languages other than those listed above.

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Danish authorities have identified the following as documents falling within the scope of the Regulation:

absence of a criminal record;

proof of residence;

a person's individual record in the Central Population Register (*personattest*);

birth and baptismal certificate (*fødsels- og dåbsattest*);

marriage certificate;

blessing-of-marriage certificate;

baptismal certificate (*dåbsattest*);

birth certificate (*fødselsattest*) (no longer issued but still valid);

birth and name certificate (*fødsels- og navneattest*) (no longer issued but still valid);

name certificate (*navneattest*) (no longer issued but still valid);

death and funeral certificate (issued only in certain cases where a certificate is required for a citizen who died before 1 April 1968, i.e. the date on which the Central Population Register was created);

change-of-name certificate;

permission to use a name;

approval of a name;

civil partnership certificate;

certificates of marital status;

divorce decree;

separation order;

judgment

granting a divorce;

granting separation;

granting annulment of a marriage;

to the effect that a marriage is recognised as no longer existing;

to the effect that a registered civil partnership is recognised as no longer existing.

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

The following is a list of the Danish documents to which a linguistic annex may be attached as a suitable translation aid:

absence of a criminal record;

proof of residence;

a person's individual record in the Central Population Register (*personattest*);

birth and baptismal certificate (*fødsels- og dåbsattest*);

marriage certificate;

blessing-of-marriage certificate;

baptismal certificate (*dåbsattest*);

civil partnership certificate;

certificate of marital status.

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

In Denmark there is no list or database of translators/interpreters that is available to the public.

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

The authority which issued the certificate or the document may in certain cases issue a confirmatory copy. Furthermore, an authority which has taken over the task of the issuing authority may in certain cases also issue a confirmatory copy.

A notary in the Danish courts is also able to issue a confirmatory copy of the certificate or document.

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

A confirmatory copy will usually show which authority has confirmed the copy, by means of either a stamp from a municipality or notarial certification.

Article 24(1)(g) – information about the specific features of certified copies

A confirmatory copy will in some cases have 'COPY' stamped on it.

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Public documents - Germany

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

German

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Scope	Public document
Birth	<i>Geburtsurkunde</i> (birth certificate) <i>Beglaubigter Ausdruck aus dem Geburtenregister</i> (certified extract from register of births)
Life	<i>einfache Meldebescheinigung</i> (short certificate of registration of residence) <i>erweiterte Meldebescheinigung</i> (long certificate of registration of residence)
Death	<i>Sterbeurkunde</i> (death certificate) <i>Beglaubigter Ausdruck aus dem Sterberegister</i> (certified extract from register of deaths)
Name	<i>Geburtsurkunde</i> (birth certificate) <i>Eheurkunde</i> (marriage certificate) <i>Lebenspartnerschaftsurkunde</i> (civil partnership certificate)
Marriage Capacity to marry Marital status	<i>Eheurkunde</i> (marriage certificate) <i>Beglaubigter Ausdruck aus dem Eheregister</i> (certified extract from register of marriages) <i>Ehefähigkeitszeugnis</i> (certificate of capacity to marry) <i>einfache Meldebescheinigung</i> (short certificate of registration of residence) <i>erweiterte Meldebescheinigung</i> (long certificate of registration of residence)
Divorce Annulment of marriage	<i>Eheurkunde</i> (marriage certificate) <i>Beglaubigter Ausdruck aus dem Eheregister</i> (certified extract from register of marriages)
Registered partnership Capacity to enter into a registered partnership	<i>Lebenspartnerschaftsurkunde</i> (civil partnership certificate) <i>Beglaubigter Ausdruck aus dem Lebenspartnerschaftsregister</i> (certified extract from register of civil partnerships) <i>Bescheinigung zur Begründung einer Lebenspartnerschaft</i> (certificate of capacity to enter into a civil partnership)
Dissolution of a registered partnership	<i>Lebenspartnerschaftsurkunde</i> (civil partnership certificate) <i>Beglaubigter Ausdruck aus dem Lebenspartnerschaftsregister</i> (certified extract from register of civil partnerships)
Parenthood	<i>Beglaubigter Ausdruck aus dem Geburtenregister</i> (certified extract from register of births)
Domicile Residence	<i>einfache Meldebescheinigung</i> (short certificate of registration of residence)
Nationality	<i>Einbürgerungsurkunde</i> (certificate of naturalisation) <i>Urkunde über den Erwerb der deutschen Staatsangehörigkeit durch Erklärung</i> (certificate of acquisition of German citizenship by declaration) <i>Entlassungsurkunde</i> (certificate of release from citizenship) <i>Verzichtsurkunde</i> (certificate of renunciation of citizenship) <i>Genehmigung zur Beibehaltung der deutschen Staatsangehörigkeit</i> (authorisation to retain German citizenship) <i>Staatsangehörigkeitsausweis</i> (certificate of citizenship) <i>Ausweis über die Rechtsstellung als Deutscher</i> (certificate of legal status as a German)
Adoption	<i>Gerichtlicher Beschluss</i> (court order)
Absence of a criminal record	<i>Führungszeugnis</i> (certificate of good character)

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Public document	Translation aid
<i>Geburtsurkunde</i> (birth certificate)	Annex I — Birth
<i>einfache Meldebescheinigung</i> (short certificate of registration of residence)	Annex II — Life
<i>Sterbeurkunde</i> (death certificate)	Annex III — Death
<i>Eheurkunde</i> (marriage certificate)	Annex IV — Marriage
<i>Ehefähigkeitszeugnis</i> (certificate of capacity to marry)	Annex V — Capacity to marry
<i>erweiterte Meldebescheinigung</i> (long certificate of registration of residence)	Annex VI — Marital status
<i>Lebenspartnerschaftsurkunde</i> (civil partnership certificate)	Annex VII — Registered partnership
<i>Bescheinigung zur Begründung einer Lebenspartnerschaft</i> (certificate of capacity to enter into a civil partnership)	Annex VIII — Capacity to enter into a registered partnership
<i>erweiterte Meldebescheinigung</i> (long certificate of registration of residence)	Annex IX — Registered partnership status
<i>einfache Meldebescheinigung</i> (short certificate of registration of residence)	Annex X — Domicile and/or residence
Absence of a criminal record	Annex XI — Absence of a criminal record

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

There is a nationwide database of interpreters and translators, which is kept by the federal state of Hessen. It is freely available to anyone online at <http://www.justiz-dolmetscher.de>, and has a detailed search function (e.g. one can search by federal state, by court or by language). Only publicly appointed and sworn interpreters and translators are included in the database. The responsible authorities can also be found via this address.

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

In Germany all authorities or bodies that issue public documents (e.g. civil status registry offices, residence registration authorities or law courts) and notaries are empowered to issue certified copies.

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

A certified copy carries a statement confirming that it is a true copy of the original (e.g. a court document or notarial act), the seal or stamp of the issuing authority/office and the signature of the person certifying the copy (Section 42(1) *Beurkundungsgesetz* (Law on the official recording of documents)). Certified translations bear the stamp/seal and signature of the translator.

Article 24(1)(g) – information about the specific features of certified copies

A certified copy carries a statement confirming that it is a true copy of the original (e.g. a court document or notarial act), the seal or stamp of the issuing authority/office and the signature of the person certifying the copy (Section 42(1) *Beurkundungsgesetz* (Law on the official recording of documents)). Certified translations bear the stamp/seal and signature of the translator.

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Public documents - Croatia

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

The Republic of Croatia will only accept public documents in Croatian, i.e. it will not accept public documents in other official languages of EU Member States.

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

The list of public documents falling within the scope of this Regulation:

- birth certificate (*rodni list*) (Annex I)
- death certificate (*smrtni list*) (Annex III)
- marriage certificate (*vjenčani list*) (Annex IV)
- certificate of non-married status (*potvrda o slobodnom bračnom stanju*) (Annex VI)
- certificate of partnership (*potvrda o životnom partnerstvu*) (Annex VII)
- certificate of domicile and/or residence (*uvjerenje o prebivalištu i/ili boravištu*) (Annex X)
- certificate of absence of criminal record (*potvrda o nepostojanju kaznene evidencije*) (Annex XI)

Note: The public documents referred to in Annexes I-VII are issued by the Ministry of Public Administration (*Ministarstvo uprave*), those referred to in Annex X are issued by the Ministry of Internal Affairs (*Ministarstvo unutarnjih poslova*) and those referred to in Annex XI are issued by the Ministry of Justice (*Ministarstvo pravosuđa*).

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

The list of public documents to which multilingual standard forms may be attached as a suitable translation aid:

- birth certificate (Annex I)
- death certificate (Annex III)
- marriage certificate (Annex IV)
- certificate of non-married status (Annex VI)
- certificate of partnership (Annex VII)
- certificate of domicile and/or residence (Annex X)
- certificate of absence of criminal record (Annex XI)

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

According to Croatian law, court interpreters are qualified to carry out certified translations.

Link to the up-to-date list of court interpreters published on the website of the Ministry of Justice:

<https://pravosudje.gov.hr/UserDocsImages/dokumenti/Pravo%20na%20pristup%20informacijama/Registri%20i%20baze%20podataka/Popis%20stalnih%20sudskih%20tumaca.pdf>

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

According to Croatian law, certified copies of public documents can be made by notaries (*javni bilježnici*); the list of those qualified — known as the directory of notaries (*Imenik javnih bilježnika*) — is managed by the Board of Administration (*Upravni odbor*) of the Croatian Notaries Chamber (*Hrvatska javnobilježnička komora*) and can be consulted on the Chamber's website - <http://www.hjk.hr/Uredi>

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

Certified translations and certified copies can be identified by an ordinary visual check, as every translation or copy bears the stamp of a court interpreter or notary, clearly indicating that the document concerned is a translation or copy.

Article 24(1)(g) – information about the specific features of certified copies

The specific feature of a certified copy is the stamp of the notary who produced it.

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Public documents - Cyprus

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

Greek and English

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

The Cypriot authorities mention, by way of example, the following public documents:

Birth: Birth certificate

Death: Death certificate

Marriage: Marriage certificate

Capacity to marry: Certificate of capacity to marry

Registered partnership: Civil partnership certificate

Residence: Permanent residence certificate

Dissolution of a registered partnership: Certificate of registration of a joint declaration on the dissolution of a civil partnership

Absence of a criminal record: Certificate of absence of a criminal record

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Birth certificate

Death certificate

Marriage certificate

Certificate of capacity to marry

Civil partnership certificate

Permanent residence certificate

Certificate of absence of a criminal record

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

The [Register of Sworn Translators](#) linked to the Press and Information Office of the Ministry of the Interior

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Civil Registry and Migration Department

Birth certificate

Death certificate

Certificate of capacity to marry

Civil partnership certificate

Certificate of registration of a joint declaration on the dissolution of a civil partnership

District administrations (Επαρχιακές Διοικήσεις)

Birth certificate

Death certificate

Permanent residence certificate

Municipalities

Marriage certificate

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

The instructions of the Council of Sworn Translators, the body responsible for official translations in the Republic of Cyprus, to sworn translators and the public is that all documents submitted to sworn translators for translation must be authentic and duly certified. A photocopy of the document submitted for translation is attached to the sworn translator's translated text, at the end of which the translator's signature is affixed and it is stamped.

Sworn translators do not certify the authenticity of the document presented for translation by a special stamp on the document, but they check it before translating it and if they consider that it is not authentic, they do not translate it.

Sworn translators only certify the authenticity of their own translated text when they are asked for a true or faithful copy of their own translation.

For translations:

Rectangular electronic seal bearing the words 'correct and accurate translation of the attached document'

Original round stamp of the sworn translator which the Council of Sworn Translators issued to him or her.

Original signature of sworn translator

Name of sworn translator

Revenue stamp (a €2 revenue stamp is affixed slightly outside the lower part of the stamp and is cancelled with the round stamp)

For copies of translations:

Original rectangular electronic seal bearing the words 'true copy of the translated document'

Original round stamp of the sworn translator which the Council of Sworn Translators issued to him or her.

Name and original signature of sworn translator

Revenue stamp (a €2 revenue stamp is affixed slightly outside the lower part of the stamp and is cancelled with the round stamp)

For certified documents:

Sworn translators' stamps (round) are blue in colour and the rectangular electronic seal is black.

A €2 revenue stamp is affixed slightly outside the lower part of the stamp and is cancelled with the round stamp.

Article 24(1)(g) – information about the specific features of certified copies

Sworn translators' stamps (round) are blue in colour and the rectangular electronic seal is black.

A €2 revenue stamp is affixed slightly outside the lower part of the stamp and is cancelled with the round stamp.

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Public documents - Latvia

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

Latvian.

Exceptions can be made in certain cases very narrowly defined by law: the Immigration Law (*Imigrācijas likums*), for example, states that for the approval of sponsorships or the extension of residence permits the necessary documents (e.g. a certificate of absence of a criminal record, copies of documents attesting kinship or affinity, or other documents required by the Latvian legislation) may be submitted in Latvian, English, French, German or Russian.

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Birth: birth certificate (*dzimšanas apliecība*) or extract from the register of births (*izziņa no dzimšanas reģistra*) issued by the Civil Registry Department (*Dzimtsarakstu departaments*) of the Ministry of Justice; birth certificate or extract from the register of births issued by the civil registry office (*Dzimtsarakstu*

nodaja) of a local authority; extract from the population register (*izziņa no ledzīvotāju reģistra*) issued by the Office of Citizenship and Migration Affairs (*Pilsonības un migrācijas lietu pārvalde*); birth certificate (original or duplicate) or extract from the population register issued by a Latvian diplomatic or consular mission abroad.

That a person is alive: certificate issued by a notary (*zvērināts notārs*); certificate issued by a Latvian diplomatic or consular mission abroad.

Death: death certificate (*miršanas apliecība*) or extract from the register of deaths (*izziņa no miršanas reģistra*) issued by the Civil Registry Department of the Ministry of Justice; death certificate or extract from the register of deaths issued by the civil registry office of a local authority; extract from the population register issued by the Office of Citizenship and Migration Affairs; death certificate (original or duplicate) or extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Name: order on a change of forename and/or surname (*lēmums par uzvārda maiņu un/vai vārda maiņu*) issued by the Civil Registry Department of the Ministry of Justice; certificate issued by the Civil Registry Department of the Ministry of Justice; extract from the population register issued by the Office of Citizenship and Migration Affairs; extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Marriage, including capacity to marry: marriage certificate (*laulības apliecība*) or extract from the register of marriages (*izziņa no laulības reģistra*) issued by the Civil Registry Department of the Ministry of Justice; marriage certificate or extract from the register of marriages issued by the civil registry office of a local authority; marriage certificate issued by a minister of one of the religious denominations listed in the Civil Law (*Civillikums*); extract from the population register issued by the Office of Citizenship and Migration Affairs; marriage certificate (original or duplicate) or extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Latvia does not deliver a document certifying a person's capacity to marry. In place of such a certificate a person may request information on their marital status.

Divorce or marriage annulment: notarial document (*notariāls akts*) certifying divorce (*laulības šķiršanas apliecība*); court decision (*tiesas nolēmums*); extract from the population register issued by the Office of Citizenship and Migration Affairs; certificate issued by a Latvian diplomatic or consular mission abroad; extract from the register of marriages issued by the Civil Registry Department of the Ministry of Justice showing the divorce; extract from the register of marriages issued by the civil registry office of a local authority showing the divorce.

Parenthood: court judgment; extract from the population register issued by the Office of Citizenship and Migration Affairs; extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Adoption: court decision; extract from the population register issued by the Office of Citizenship and Migration Affairs.

Domicile and/or residence: extract from the population register issued by the Office of Citizenship and Migration Affairs; extract from the population register issued by a Latvian diplomatic or consular mission abroad; extract from the population register issued by a local authority.

Nationality: extract from the population register issued by the Office of Citizenship and Migration Affairs; extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Absence of criminal record: Extract from the register of criminal convictions (*izziņa no sodu reģistra*) issued by the Information Centre (*Informācijas centrs*) of the Ministry of the Interior; certificate issued by a Latvian diplomatic or consular mission abroad.

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Birth: birth certificate or extract from the register of births issued by the Civil Registry Department of the Ministry of Justice; birth certificate or extract from the register of births issued by the civil registry office of a local authority; extract from the population register issued by the Office of Citizenship and Migration Affairs; birth certificate (original or duplicate) or extract from the population register issued by a Latvian diplomatic or consular mission abroad.

That a person is alive: certificate issued by a notary; certificate issued by a Latvian diplomatic or consular mission abroad.

Death: death certificate or extract from the register of deaths issued by the Civil Registry Department of the Ministry of Justice; death certificate or extract from the register of deaths issued by the civil registry office of a local authority; extract from the population register issued by the Office of Citizenship and Migration Affairs; death certificate (original or duplicate) or extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Marriage: marriage certificate or extract from the register of marriages issued by the Civil Registry Department of the Ministry of Justice; marriage certificate or extract from the register of marriages issued by the civil registry office of a local authority; marriage certificate issued by a minister of one of the religious denominations listed in the Civil Law; extract from the population register issued by the Office of Citizenship and Migration Affairs; marriage certificate (original or duplicate) or extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Marital status: extract from the population register issued by the Office of Citizenship and Migration Affairs; extract from the population register issued by a Latvian diplomatic or consular mission abroad.

Domicile and/or residence: extract from the population register issued by the Office of Citizenship and Migration Affairs; extract from the population register issued by a Latvian diplomatic or consular mission abroad; extract from the population register issued by a local authority.

Absence of criminal record: Extract from the register of criminal convictions issued by the Information Centre of the Ministry of the Interior; certificate issued by a Latvian diplomatic or consular mission abroad.

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

There are no such lists, because in Latvia a translation can be certified by any natural person who assumes liability in accordance with the procedure laid down by law for any injury caused by errors in the translation of the document.

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Copies of documents may be certified by a notary; except where the legislation requires that a copy must be certified by a notary, its accuracy may also be certified by the organisation concerned ([☞ Law on the legal force of documents](#) (*Dokumentu juridiskā spēka likuma*), Section 6).

The accuracy of a copy of a document can also be certified by the natural person who is the author of the document. A natural person can also certify the accuracy of a copy of a document that they have received from another natural person or from an organisation, except where the legislation requires the consent of the author.

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

The translator certifies the accuracy of the translation on the last page of the translation, after the text, in Latvian. The translator enters the words TULKOJUMS PAREIZS ('translation accurate') in capitals, the translator's forename, surname and personal identity number, the translator's signature, the name of the place of certification, and the date of certification (see [☞ Cabinet Regulation No 291 on procedures for the certification of document translations in the official language](#) (*Ministru kabineta noteikums Nr.291 Kārtība, kādā apliecināmi dokumentu tulkojumi valsts valodā*)).

Similar requirements apply to certified copies (see next point).

Article 24(1)(g) – information about the specific features of certified copies

The word KOPIJA ('copy') must be entered in capitals in the top right corner of the first page. The certificate consists of the words KOPIJA PAREIZA ('copy accurate'), written in capitals; the full official title of the officer certifying the accuracy of the copy (including the full name of the organisation and if necessary other information that allows the person to be identified unequivocally), the officer's own signature, and the officer's name in legible form; and the date of certification.

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Public documents - Lithuania

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

The State language of the Republic of Lithuania is Lithuanian.

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Article 24(1)(b):

- a) birth certificate (issued between 1 January 1992 and 1 January 2017)
extract confirming a record of birth (issued since 1 January 2017)
- b) notarised statement that a natural person is alive and in a particular location;
certification that a person is alive and in a particular location (issued by the State Social Insurance Fund Board)
- c) death certificate (issued between 1 January 1992 and 1 January 2017)
extract confirming a record of death (issued since 1 January 2017)
- d) certificate of change of first name, surname or nationality (issued between 4 December 2005 and 1 January 2017)
extract confirming a record amending or supplementing a civil status record (issued since 1 January 2017)

e) Marriage:

- marriage certificate (issued between 1 January 1992 and 1 January 2017)
extract confirming a record of marriage (issued since 1 January 2017)

Capacity to marry:

Certificate of non-impediment to marriage

Consular certificate of family status

Certificate of family status

- f) divorce certificate (issued between 1 January 1992 and 1 January 2017)
extract confirming a record of divorce (issued since 1 January 2017)
court judgment relating to a divorce or annulment
no document is issued to confirm a separation
- g) –
- h) –
- i) birth certificate (issued between 1 January 1992 and 1 January 2017)
extract confirming a record of birth (issued since 1 January 2017)
notarised joint application by a child's father and mother acknowledging paternity
court judgment establishing maternity/paternity;
court judgment on a paternity/maternity challenge;
- j) birth certificate (issued between 1 January 1992 and 1 January 2017)
extract confirming a record of birth (issued since 1 January 2017)
court judgment on adoption
- k) certificate of declared place of residence
Certificate of personal details from the Population Register

l) passport / personal identity card
birth certificate (issued between 1 January 1992 and 1 January 2017)
extract confirming a record of birth (issued since 1 January 2017)
Orders or judgments regarding acquisition, loss or recovery of nationality

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Article 24(1)(c)

- a) extract confirming a record of birth (issued since 1 January 2017)
- b) -
- c) extract confirming a record of death (issued since 1 January 2017)
- d) -
- e) extract confirming a record of marriage (issued since 1 January 2017)

Certificate of non-impediment to marriage

k) certificate of declared place of residence

Certificate of personal details from the Population Register

m) certificate containing information about a natural person from the register of suspects, accused persons and convicted persons

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

There is no list of certified translators.

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

- notaries

- state and municipal bodies (for copies of the documents issued by them).

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

There are no certified translations or specific requirements for translations or certified copies thereof. In practice, documents are usually translated by translation agencies or translators, so it is indicated on the document that it was translated by a translation agency or translator. In individual cases, the translation may be certified by the translator's signature or its accuracy certified by a notary.

Article 24(1)(g) – information about the specific features of certified copies

Where a document is certified by a state or municipal body:

the copy of the document issued by it will bear a certification mark at the end, consisting of the words 'true copy'/'true extract', along with the date and the job title, signature, first name or initial and surname of the head or other authorised person of the body certifying the authenticity of the copy or extract.

If the authenticity of a paper copy of an electronic document is certified by IT tools, the certification mark of the legal person authorised to certify it consists of the words 'true copy', the name of the legal person authorised to certify it and the date. The certification mark may also be affixed by stamp.

The notarial certificate template must be completed with: the date of the notarial act, the name of the office of the notary performing the notarial act, the notary's forename and surname, the notarial register number of the notarial act, the notary's fee for the notarial act (where the fee is waived by the notary, the words 'fee waived' should be written), the fee for verification in state registers, the state registers' charge, the fee for any other services performed at the request of the client and the notary's signature.

Record confirming authenticity of a copy/extract:

' _____ 20____

I, _____, hereby certify that this is a true copy of the document provided.

Notarial register No: _____

Notary's fee: _____

Fee(s) for other services performed at the request of the client: _____

Notary's signature'

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Public documents - Hungary

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)
Hungarian.

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

(a) birth:

birth certificate

(b) life:

certificate that the person is alive

(c) death:

death certificate, court order declaring the presumption of death, court order registering a death

(d) name: name change certificate

(e) marriage, including capacity to marry and marital status:

marriage certificate, marital status certificate

(f) divorce, legal separation or marriage annulment

court judgment on divorce, court judgment on marriage annulment, court judgment on the validity of a marriage, court judgment establishing the existence or non-existence of marriage

(g) registered partnership, including capacity to enter into a registered partnership and registered partnership status:

registered partnership certificate, marital status certificate

(h) dissolution of a registered partnership, legal separation or annulment of a registered partnership:

order establishing the dissolution of a registered partnership by a notary

(i) parenthood:

birth certificate, court judgment establishing paternity, court order or judgment rebutting the presumption of paternity, court judgment establishing maternity

(j) adoption:

guardianship authority adoption order, court judgment dissolving adoption

(k) domicile and/or residence:

official residence card

(l) nationality:

certificate of nationality

(m) absence of a criminal record: extract from the judicial record

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

(1) birth certificate, death certificate, marriage certificate and registered partnership certificate issued after 1 July 2014, provided that the contents of the certificate were not changed prior to the issuing of the standard form

(2) certificate that the person is alive

(3) marital status certificate

(4) official residence card

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

In Hungary, a certified translation is any such translation produced by the organisation authorised to produce certified translations.

In general circumstances, only the Hungarian Office for Translation and Attestation (*Országos Fordító és Fordításhitelesítő Iroda Zrt.*, or *OFFI Zrt.*) may produce certified translations by law in Hungary.

Notaries licensed to draw up documents in a foreign language may produce certified translations in that language of public documents and the annexes thereto in matters falling within a notary's competence or certify the accuracy of the translations of such documents. It is possible to search for notaries with a language licence on the following website: <https://start.mokk.hu/kozjegyzokereso.html>.

A career consular official of Hungary authorised by the minister for foreign affairs to perform certain notarial tasks may draw up a consular certificate

to certify a translation, including a translation produced by that same official. The current list of consular officials authorised to issue certificates can be found here: <http://www.kormany.hu/hu/kulgazdasagi-es-kulugyminiszterium/kulkepviseletek>.

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

In principal, each body is authorised to make certified copies under its rules of procedure and within its area of responsibility.

Notaries may issue a certificate stating that a copy is identical to a document presented to them.

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

Certified translations produced by OFFI Zrt.:

A. Elements used since 2 July 2018:

1. OFFI prepares its certified translations on 210 x 297 mm security paper, surrounded by a guilloche-pattern border and containing elements that can only be seen when magnified to several times original size.
2. The text is contained within the claret-coloured border, above which is printed the coat of arms of Hungary, and the company's name and logo. The unique code identifying the document is included in the first line within the claret border and on the line above the attestation clause.
3. The certified translation printed on a separate sheet is attached **using a stapler** to the translated authentic document or a certified copy thereof and the staple is sealed with a square, 30 x 25 mm **security label bearing the OFFI logo, a holographic strip and a unique serial number**. This label forms an essential part of the certification.
4. For a translation from a foreign language into Hungarian, the following attestation clause is included in Hungarian on the translation:
'The Hungarian Office for Translation and Attestation certifies that this certified translation corresponds exactly to the text of the attached document. The Hungarian Office for Translation and Attestation assumes no responsibility for the authenticity and content of the document forming the basis for the translation.'
This is followed by the place and date of issue, the authentic signature in blue ink, a name stamp and the text 'on behalf of the chief executive officer'.
For a translation into a foreign language, the above attestation clause is included on the translation in the appropriate language.

B. Elements used before 2 July 2018:

The elements and attestation clauses are the same as those described under point A, with the following differences:

1. A printed barcode and unique identifier are visible on the back of the security paper in the top right-hand corner.
2. The certified translation printed on a separate sheet is tied to the translated authentic document or a certified copy thereof with red, white and green string, the ends of which are fixed to the document by the certified OFFI label, to which the official OFFI stamp is affixed in such a way that it would be impossible to separate the documents without damaging the label.
3. For a translation from a foreign language into Hungarian, the attestation clause in Hungarian on the translation is followed by the place and date of issue, the authentic signature in blue ink and the text 'on behalf of the chief executive officer'.

3. The features of electronic certified translations from OFFI

The appearance of the translation and the text of the attestation stamp are the same as those of the paper version.

The e-certified translation is contained in a folder (in .es3 or .dosszie format) produced by OFFI, which also contains the original file submitted for translation. In addition to the electronically signed e-certified translation with the OFFI electronic stamp (in .pdf format), the original file submitted for translation contained in the folder also retains its authenticity.

The original file and the file containing the translation are placed in the folder in such a way that separating the files destroys the certification, so the files that belong together are securely 'attached' to each other.

E-certification guarantees that the translation was produced by OFFI Zrt., that the content of the files has not changed since certification and that the text of the finished translation has the same content as the text submitted for translation.

Certified translations produced by a notary:

Certified translations produced by notaries are identified using the notarial case number. The translation must be written onto the original document or attached to it. Notaries certify a translation of an original document by adding an attestation clause to the end of the translation.

Certified translations produced by career consular officials:

The translation must be written onto the original document or attached to it and an attestation clause added to the translation. Finally, a clause certifying that the translation corresponds exactly to the original document must be added to the end of the translation.

If the career consular official attaches the translation to the original document, this must be done using red, white and green string fixed in place with a white, circular, self-adhesive label, which is stamped on two sides with the numbered stamp of the diplomatic representation.

The text of the attestation clause reads as follows:

I hereby certify that the translation presented to me/drawn up by me corresponds exactly to the attached document in the language.....
The customer has paid the consular fee of
Case number:
Done on:
stamp
signature

The clause may also take another form, provided that it cannot be separated from the original document or the translation and contains the following mandatory elements:

- (a) an indication of the foreign language from which the document is translated,
- (b) the underlining of the appropriate option in 'the translation presented to me/drawn up by me', according to whether the consular official is certifying the accuracy of a translation presented to him/her or has prepared the translation himself/herself,
- (c) the amount of the consular fee paid,
- (d) the case number,
- (e) the date,
- (f) the numbered stamp of the diplomatic representation,
- (g) the signature of the career consular official,
- (h) the indication of his/her capacity as a career consular official.

In the date, the year and the day must also be written in letters in parentheses.

The clause most commonly takes the form of a stamp placed on the document or on a separate sheet that cannot be separated from the original document or the translation.

Where necessary, the consular attestation may also be drawn up in a foreign language within the parameters described above, if this is accepted by the authorities of the receiving country.

Article 24(1)(g) – information about the specific features of certified copies

Certified copies produced by a notary:

A notary may certify a copy of a document if the document from which the copy has been made is clearly legible. The notary compares the copy with the original document and certifies that the copy corresponds to the original by placing an attestation clause on the copy.

The attestation clause must indicate:

- (a) that the copy was made from the original document, or from an official duplicate or copy thereof,
- (b) whether there was a duty stamp on the document presented,
- (c) whether the copy represents only part of the original,
- (d) whether any changes, damage or other circumstances giving cause for concern are visible on the original document.

These rules must be applied *mutatis mutandis* for the certification of an electronic copy or extract produced under the notary's supervision from a document or from an electronic database, and for the certification of a paper copy or extract produced from an electronic document. The notary signs the electronic copy or extract with a qualified electronic signature. There is no need to add an attestation clause to a certified electronic duplicate or certified electronic copy if it is produced from an undamaged paper document or electronic notarial document and contains the full document, the notary's qualified electronic signature and a time stamp.

Certified copies produced by a court:

A copy produced by the court from a document presented to the court or a copy produced elsewhere and presented to the court for certification must contain the following:

- (a) the phrase 'true copy:',
- (b) the signature of the person who prepared the copy,
- (c) the stamp of the court,
- (d) the time and date on which the copy was made.

If the case file is available as an electronic document, the above rules must be applied when making a paper copy based on a printout of the electronic document. If a paper copy is requested of a court decision created as an electronic document, the copy must display the time stamp and electronic signature on the electronic document, as well as indicating the person whose electronic signature appears on the electronic document.

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Public documents - Austria

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

German

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Judgments, decisions, declarations and orders of the courts and of the public prosecution services

Also under Article 2(1), the following public documents:

- (a) birth certificate (*Geburtsurkunde*), extract from register — birth (*Teilauszug Geburt*)
- (c) death certificate (*Sterbeurkunde*), extract from register — death (*Teilauszug Tod*)
- (d) decision granting a change of name (*Namensänderungsbescheid*)
- (e) marriage certificate (*Heiratsurkunde*), certificate of capacity to marry (*Ehefähigkeitszeugnis*), extract from register showing the existence of a marriage (*Teilauszug über das Bestehen einer Ehe*) or of a registered partnership (*Teilauszug über das Bestehen einer eingetragenen Partnerschaft*)
- (f) divorce decree (*Scheidungsbeschluss*), decree of annulment of marriage (*Aufhebungsbeschluss der Ehe*), court declaration that a marriage is void (*gerichtliche Nichtigerklärung*)
- (g) partnership certificate (*Partnerschaftsurkunde*), confirmation of capacity to enter into registered partnership (*Bestätigung der Fähigkeit eine Eingetragene Partnerschaft begründen zu können*), extract from register showing the existence of a marriage (*Teilauszug über das Bestehen einer Ehe*) or of a registered partnership (*Teilauszug über das Bestehen einer eingetragenen Partnerschaft*)
- (h) decree of annulment of a registered partnership (*Aufhebungsbeschluss der Eingetragenen Partnerschaft*), court declaration that a registered partnership is void (*gerichtliche Nichtigerklärung*)
- (k) confirmation of registration of residence (*Meldebestätigung*)
- (l) certificate of citizenship (*Staatsbürgerschaftsnachweis*)
- (m) extract from the criminal records (*Strafregisterbescheinigung*)

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

In public administration, forms serving as translation aids may be attached to the following public documents (under Article 7(1)):

- (a) birth certificate (*Geburtsurkunde*), extract from register — birth (*Teilauszug Geburt*)
- (c) death certificate (*Sterbeurkunde*), extract from register — death (*Teilauszug Tod*)
- (e) marriage certificate (*Heiratsurkunde*), certificate of legal capacity to marry (*Ehefähigkeitszeugnis*), extract from register showing the existence of a marriage (*Teilauszug über das Bestehen einer Ehe*) or of a registered partnership (*Teilauszug über das Bestehen einer eingetragenen Partnerschaft*)
- (g) partnership certificate (*Partnerschaftsurkunde*), confirmation of capacity to enter into registered partnership (*Bestätigung der Fähigkeit eine Eingetragene Partnerschaft begründen zu können*), extract from register showing the existence of a marriage (*Teilauszug über das Bestehen einer Ehe*) or of a registered partnership (*Teilauszug über das Bestehen einer eingetragenen Partnerschaft*)

In the judicial sphere, none of the multilingual forms are relevant.

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

In Austria, certified translations may be undertaken by persons registered in the list of publicly sworn and court-certified interpreters. This (constantly updated) list of court interpreters can be found at:

<http://sdgliste.justiz.gv.at/>

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

A certified transcript (or certified copy) is a document that is confirmed to be a true copy of the original by a person invested with the authority to issue authentic documents (e.g. a notary (*Notarin/Notar*)), the district court (*Bezirksgericht*) or the issuing authority (not in all cases and not every authority).

In the judicial sphere, certified copies may be issued by

(a) courts (can be found at the website of the Federal Ministry of Constitutional Affairs, Reforms, Deregulation and Justice at <https://www.justiz.gv.at/web2013/html/default/8ab4a8a422985de30122a90e378661ef.de.html>)

and

(b) notaries (can be found at the website of the Austrian Chamber of Notaries at <https://www.notar.at/de/>).

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

- Certified translations:

Under Section 190(1) of the Act on Judicial Proceedings in Non-Contentious Matters (*Außerstreitgesetz*), the exact correspondence of a translation with the original must be certified by a publicly sworn and court-certified interpreter who must append his or her signature and seal (Sections 14 and 8(5) of the Experts and Interpreters Act (*Sachverständigen- und Dolmetschergesetz*).

Further information on the form of certified translations may be found on the website of the Austrian Association of Certified Court Interpreters (*Österreichischer Verband der allgemein beeideten und gerichtlich zertifizierten Dolmetscher*) at <https://www.gerichtsdolmetscher.at/Menu/Nutzliche-Informationen/BeglaubigteUebersetzungen>

Informationen/BeglaubigteUebersetzungen

- Issue of certified copies by the courts:

The correspondence of

1. paper public documents with electronic or other transcripts (copies) thereof or
2. electronic public documents with paper print-outs thereof,

where these are submitted to a court, must be certified by the court; they must be clearly legible by the court with the technical equipment at its disposal.

The certification must be entered, depending on the application, on a paper copy, drafted in court or closely examined in court, of the paper document, or on a paper print-out made in court of the electronic document (a certified paper copy), or — depending on the availability of appropriate technology and staff — on an electronic copy of the paper document (a certified electronic copy).

The certification must in all cases specify

1. the place and date of certification;
2. whether the public document presented is a paper one or an electronic one, and whether it is an original, an authenticated copy, a transcript, another copy or a print-out;
3. whether the copy, transcript or print-out reproduces the whole public document or only a part thereof.

The certification must also specify the following information if it is not already clear from the copy, transcript or print-out:

1. whether the public document bears signatures, security features or stamps, and if so which ones;
2. where applicable, that it is torn or that its physical form is markedly dubious;
3. where applicable, that parts of it have been visibly altered, deleted, inserted or entered in the margins.

- Issue of certified copies by notaries:

A notary is qualified to certify that a paper or electronic transcript of a paper print-out is a true copy of a public document if he or she can read the document clearly. For a notary to certify that an electronically, photographically or similarly generated copy of a public document, a plan, an image or the like is a true copy, it is enough that the copy should have been made under the notary's supervision. If such a copy does not reproduce a page in full, the omissions must be indicated on the copy. The same applies to paper print-outs of electronic public documents.

The notary must carefully compare the transcript or copy with the original public document and enter a statement that it is a true copy on the paper transcript (copy) or paper print-out, or attach a statement that it is a true copy to the electronic transcript.

The certification must also include the following information:

1. whether the public document presented is a paper one or an electronic one, and whether it is an original, an authenticated copy, a transcript, another copy or a print-out;
2. whether the public document bears signatures, security features or stamps, and if so which ones;
3. whether the copy, transcript or print-out reproduces the whole public document or only a part thereof, and if so which part;
4. where applicable, that the document presented is torn or that its physical form is markedly dubious;
5. where applicable, that parts of it have been altered, deleted, inserted or entered in the margins. The information referred to in points 2 and 5 is not required if the copy has been photographically or similarly produced and the circumstances referred to are visible from the copy.

Article 24(1)(g) – information about the specific features of certified copies

See under point (f).

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Public documents - Poland

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

Polish

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

- 1) short-form birth certificate;
- 2) long-form birth certificate;
- 3) court ruling establishing the content of a Registry Office record;
- 4) notarised life certificate;
- 5) short-form death certificate;
- 6) long-form death certificate;
- 7) court ruling on the presumption of death;

- 8) court ruling repealing the decision on the presumption of death;
- 9) court ruling on the declaration of death;
- 10) court ruling repealing the decision on the declaration of death;
- 11) decision of the head of the Registry Office on the change of name and surname;
- 12) short-form marriage certificate;
- 13) long-form marriage certificate;
- 14) certificate of civil status;
- 15) certificate of no impediment to marriage under Polish law;
- 16) court ruling permitting a woman under the age of eighteen to enter into marriage;
- 17) court ruling permitting a mentally ill person or a person with a learning disability or linear relatives by affinity to enter into marriage;
- 18) court ruling establishing the existence of a marriage;
- 19) court ruling establishing the non-existence of a marriage;
- 20) court ruling on divorce;
- 21) court ruling on legal separation;
- 22) court ruling on termination of legal separation;
- 23) court ruling on the annulment of a marriage;
- 24) court ruling on adoption;
- 25) court ruling on termination of adoption;
- 26) court ruling on the establishment of paternity;
- 27) court ruling on the establishment of maternity;
- 28) court ruling on the rebuttal of paternity;
- 29) court ruling on the rebuttal of maternity;
- 30) court ruling on an ineffective acknowledgement of a child;
- 31) court ruling on the annulment of acknowledgement of a child;
- 32) certificate of registration for permanent residence;
- 33) certificate of registration for temporary residence;
- 34) certificate of stay at a specific place;
- 35) decision on recognition as a Polish citizen;
- 36) decision on reinstatement of Polish citizenship;
- 37) decision confirming Polish citizenship;
- 38) decision on recognition as a repatriate;
- 39) certificate of no criminal record in the National Criminal Register issued at the request of the interested party;
- 40) certificate issued by the municipal authorities to Polish citizens residing in other Member States who express a wish to vote or to stand as a candidate in elections to the European Parliament or municipal elections in the Member State of residence in accordance with the relevant provisions of Council Directive 93/109/EC of 6 December 1993 laying down detailed arrangements for the exercise of the right to vote and stand as a candidate in elections to the European Parliament for citizens of the Union residing in a Member State of which they are not nationals (OJ L 329, 30.12.1993, p. 34-38) and Council Directive 94/80/EC of 19 December 1994 laying down detailed arrangements for the exercise of the right to vote and to stand as a candidate in municipal elections by citizens of the Union residing in a Member State of which they are not nationals (OJ L 368, 31.12.1994, p. 38).

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

- 1) short-form birth certificate;
- 2) short-form marriage certificate;
- 3) short-form death certificate;
- 4) certificate of civil status;
- 5) certificate of no impediment to marriage under Polish law;
- 6) certificate of registration for permanent residence;
- 7) certificate of registration for temporary residence;
- 8) certificate of stay at a specific place;
- 9) notarised life certificate;
- 10) certificate of no criminal record in the National Criminal Register issued at the request of the interested party.

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

In Poland, the persons qualified to draw up certified translations are sworn translators entered in the list of sworn translators of the Ministry of Justice. The list is available in the Public Information Bulletin (Biuletyn Informacji Publicznej): <https://bip.ms.gov.pl/pl/rejstry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html>.

This follows from the provisions of the Act of 25 November 2004 on the profession of sworn translator (Journal of Laws (Dziennik Ustaw) 2017, item 1505).

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

In Poland, notaries are the authorities empowered to certify the conformity of official copies, extracts and unofficial copies with the documents presented to them. This follows from the Notaries Act of 14 February 1991 (Journal of Laws 2017, item 2291; 2018, items 398, 723 and 1496).

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

a) features of certified translations: The document which contains the translation bears an imprint of the sworn translator's seal with the translator's name and surname in the rim, and an indication of the language from and into which the translator is authorised to translate, as well as the translator's number in the list of sworn translators. All certified translations also bear the number under which they are recorded in the sworn translator's register (repertorium). In addition, a sworn translator also specifies whether a given certified translation has been done from an original document, a translation or a copy and whether such translation or copy has been certified and by whom.

b) features of certified true copies — notarial certification of conformity of a copy with a document presented to the notary takes the form of a clause affixed to the document in the form of a stamp or printed inscription, or provided on a separate sheet. If the certification clause is attached as a separate sheet, such sheet must be permanently attached to the document: it must be attached to the back of the document rather than precede it, and the place where the sheets are joined must bear an imprint of the notary's official seal. The clause may also be placed on the same sheet as the copy of the document being certified, provided that it is clear that the content of the clause is separate from the content of the document. If the document to be certified has special features (e.g.

notes, corrections, damage), the notary makes an appropriate note in the certification clause. Each certification clause should specify the date on which and the place in which the certification was performed, the indication of the notary's office, it should bear the notary's seal and signature, and it should also specify the time of the notarial deed if requested.

Article 24(1)(g) – information about the specific features of certified copies

Features of certified true copies — notarial certification of conformity of a copy with a document presented to the notary takes the form of a clause affixed to the document in the form of a stamp or printed inscription, or provided on a separate sheet. If the certification clause is attached as a separate sheet, such sheet must be permanently attached to the document: it must be attached to the back of the document rather than precede it, and the place where the sheets are joined must bear an imprint of the notary's official seal. The clause may also be placed on the same sheet as the copy of the document being certified, provided that it is clear that the content of the clause is separate from the content of the document. If the document to be certified has special features (e.g. notes, corrections, damage), the notary makes an appropriate note in the certification clause. Each certification clause should specify the date on which and the place in which the certification was performed and should indicate the notary's office; it should bear the notary's seal and signature, and it should also specify the time of the notarial deed if requested.

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Public documents - Finland

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

Finnish and Swedish.

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Public documents falling within the scope of the Regulation include extracts from the Population Information System, civil status documents issued by parishes, extracts from the criminal register indicating the absence of a criminal record, and in some circumstances also court verdicts.

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Finland has introduced all the multilingual standard forms except Annex VIII (capacity to enter into a registered partnership). With the exception of Annex XI (absence of a criminal record), they all include country-specific entry headings.

Extracts from the Population Information System may be attached to the standard form with details on births, persons living, deceased, marriage, registered partnerships, and domicile and residence. A certificate of the right under Finnish law to enter marriage before a foreign authority may also be attached to the standard form. An extract from the criminal register indicating the absence of a criminal record may also be attached.

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

Finland has a system of authorised translators, which is administered by a board of examiners working in cooperation with the Finnish National Agency for Education. The board of examiners keeps a database of authorised translators: <http://www03.oph.fi/kaantajat/>

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Certified copies are made by notaries public. Notaries public are register office officials. In Åland, notaries public work under the State Department of Åland. Contact details of register offices:

English-language website: <http://www.maistraatti.fi/en/List-of-local-register-offices/>

Finnish-language website: <http://www.maistraatti.fi/fi/Kaikki-maistraatit/>

In addition, Finnish representations abroad carry out certain notary public functions, and also issue certified copies.

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

A certified copy will have the signature of the authorised translator. The translator may be checked using the register of authorised translators referred to above.

Certified copies made by a notary public working at a register office can be identified by the round stamp with the lion emblem in the middle. They also have the signature and name of the notary public.

Article 24(1)(g) – information about the specific features of certified copies

See above.

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Public documents - Sweden

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

Swedish

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Indicative list of national documents

Birth

Extract from register, birth

That a person is alive

Personal identity document with information about residence (Extract from the civil registration records)

Death

Extract from register, death

The Swedish Tax Agency (*Skatteverket*) also issues a certificate for cremation or burial, which is required before cremation or burial can take place. There is also an international laissez-passer for transporting a body into or out of the Nordic countries. The Tax Agency also issues a death certificate and relatives report, which is primarily used to provide information about the deceased and any next of kin.

Name

Personal identity document with information about name (Extract from the civil registration records)

Marriage

Extract from register, marriage

Notification of marriage

Capacity to marry

Certificate of no-impediment

Marriage certificate

Marriage (marital status)

Personal identity document showing marital status (Extract from the civil registration records)

Registered partnership

Personal identity document showing partnership status (Extract from the civil registration records)

Partnership (partnership status)

Personal identity document with information about partnership status (Extract from the civil registration records)

Parenthood

Personal identity document with information about parenthood (Extract from the civil registration records)

Adoption

N/A

Domicile

Personal identity document with information about residence (Extract from the civil registration records)

Nationality

Personal identity document with information about nationality (Extract from the civil registration records)

Absence of a criminal record

Extract from the Police Authority's criminal records, issued pursuant to Section 9(2) of the Act on criminal records (1998:620) and intended for presentation to a foreign authority in connection with an application for a residence, work, or settlement permit or otherwise, where the applicant's rights in the foreign country depend on such an extract.

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Indicative list of national documents:

Birth

Extract from register, birth

That a person is alive

Personal identity document with information about residence (Extract from the civil registration records)

Death

Extract from register, death

The Swedish Tax Agency (*Skatteverket*) also issues a certificate for cremation or burial, which is required before cremation or burial can take place. There is also an international laissez-passer for transporting a body into or out of the Nordic countries. The Tax Agency also issues a death certificate and relatives report, which is primarily used to provide information about the deceased and any next of kin.

Name

Personal identity document with information about name (Extract from the civil registration records)

Marriage

Extract from register, marriage

Notification of marriage

Capacity to marry

Certificate of no-impediment

Marriage certificate

Marriage (marital status)

Personal identity document showing marital status (Extract from the civil registration records)

Registered partnership

Personal identity document showing partnership status (Extract from the civil registration records)

Partnership (partnership status)

Personal identity document with information about partnership status (Extract from the civil registration records)

Parenthood

Personal identity document with information about parenthood (Extract from the civil registration records)

Adoption

N/A

Domicile

Personal identity document with information about residence (Extract from the civil registration records)

Nationality

Personal identity document with information about nationality (Extract from the civil registration records)

Absence of a criminal record

Extract from the Police Authority's criminal records, issued pursuant to Section 9(2) of the Act on criminal records (1998:620) and intended for presentation to a foreign authority in connection with an application for a residence, work, or settlement permit or otherwise, where the applicant's rights in the foreign country depend on such an extract.

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

Sworn translator - <https://www.kammarkollegiet.se/oversattare>

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

No indicative list is provided because there are no special rules about the power of authorities to make certified copies. Notaries are empowered to make certified copies, but authorities are not notaries.

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

Certified translations must bear a stamp. Notaries are empowered to make certified copies. Documents certified by a notary will normally bear the name of the certifying notary and the place and date at/on which they were certified. They may also be stamped. Information about the place can be used to ascertain whether a person has been duly appointed as a notary. This information may be obtained from the county administrative board responsible for the county in which the notary in question conducts his business (has his registered office).

Article 24(1)(g) – information about the specific features of certified copies

Documents certified by a notary will normally bear the name of the certifying notary and the place and date at/on which they were certified. They may also be stamped.

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Public documents - England and Wales

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

English

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Birth Certificate (England and Wales)
Adoption Certificate (England and Wales)
Still-birth certificate (England and Wales)
Forces birth certificate
Forces still-birth certificate
Overseas birth certificate
Marine birth certificates
Aircraft birth certificates
Certificate from gender recognition register
Certificate of Life (England and Wales)
Death certificate (England and Wales)
Presumed death certificate (England and Wales)
Forces death certificate
Overseas death certificate
Installation death certificate (oil rig)
Hovercraft death certificate
Aircraft death certificate
Marriage - includes same-sex marriages (England and Wales)
Conversion from CP to same-sex marriage (England and Wales)
Overseas marriage certificate
Forces marriage certificate
Forces conversion from Civil Partnership
Certificate of no impediment to marriage (England and Wales)
Decrees Absolute
Orders of Annulment
Judicial Separation Orders
Civil Partnership certificate (England and Wales)
Certificate of no impediment to Civil Partnership (England and Wales)
Forces Civil Partnership
Civil Partnership Dissolution Orders
Civil Partnership Separation Orders
Civil Partnership Annulment Orders
Declarations of parentage
Police Certificate (no trace)

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Same as those authorities issuing original certificates. e.g. General Registry Office England and Wales

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Public documents - Northern Ireland

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

English

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Birth Certificate (Northern Ireland) - post-1973
Birth Certificate (Northern Ireland) - pre-1973
Certificate of Life (Northern Ireland)
Death Certificate (Northern Ireland) - post-1973
Death Certificate (Northern Ireland) - pre-1973
Marriage certificate pre-2003, Roman Catholic (Northern Ireland)
Marriage certificate pre-2003, non-Roman Catholic (Northern Ireland)
Marriage Certificate (Northern Ireland) - post-2003
Certificate of no impediment to marry (Northern Ireland)
Divorce Certificate (Northern Ireland)
Civil Partnership Certificate (Northern Ireland)
Capacity to enter into a civil partnership (Northern Ireland)

Dissolution Certificate (Northern Ireland) TBC

Court judgements on parentage (Northern Ireland)

Article 24(1)(d) – the lists of persons qualified, in accordance with national law, to carry out certified translations, where such lists exist

N/A

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Same as agencies empowered to create original certificates e.g. General register office Northern Ireland

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

A004 - hologram, 6mm square in corner, "GRO" written on sides- Birth Certificate (Northern Ireland) - post-1973

A005 - hologram, 6mm square in corner, "GRO" written on sides- Birth Certificate (Northern Ireland) - pre-1973

C003 - hologram, 6mm square in corner, "GRO" written on sides- Death Certificate (Northern Ireland) - post-1973

C004 - hologram, 6mm square in corner, "GRO" written on sides- Death Certificate (Northern Ireland) - pre-1973

E004 - hologram, 6mm square in corner, "GRO" written on sides- Marriage certificate pre-2003, Roman Catholic (Northern Ireland)

E005 - hologram, 6mm square in corner, "GRO" written on sides- Marriage certificate pre-2003, non-Roman Catholic (Northern Ireland)

E006 - hologram, 6mm square in corner, "GRO" written on sides- Marriage Certificate (Northern Ireland) - post-2003

E007 - hologram, 6mm square in corner, "GRO" written on sides- certificate of no impediment to marry (Northern Ireland)

G004 - hologram, 6mm square in corner, "GRO" written on sides- Civil Partnership Certificate (Northern Ireland)

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Public documents - Scotland

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

English

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Birth Certificate (Scotland)

Still-birth certificate (Scotland)

Adoption Certificate (Scotland)

Certificate of Life (Scotland)

Death certificate (Scotland)

Marriage Certificate (Scotland)

Capacity to Marry (Scotland)

Decree of Divorce (Scotland)

Declarator of nullity (marriage) (Scotland)

Judicial Separation order (marriage) (Scotland)

Certificate of Civil Partnership (Scotland)

Dissolution Certificate (Scotland)

Court declarators of parentage / non-parentage (Scotland)

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Same as those authorities issuing original documents- e.g. National Records Scotland

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Public documents - Gibraltar

Article 24(1)(a) - languages accepted by the Member State for the public documents to be presented to its authorities pursuant to point (a) of Article 6(1)

English

Article 24(1)(b) – an indicative list of public documents falling within the scope of this Regulation

Birth Certificate (Gibraltar) - post-1995

Birth Certificate (Gibraltar) - pre-1995

Birth Certificate (Gibraltar) - pre-1986

Still-Birth certificate (Gibraltar)

Certificate of Life (Gibraltar)

Death Certificate (Gibraltar) - pre-1951

Death Certificate (Gibraltar) - post-1951

Marriage Certificate (Gibraltar)

Decree Absolute (Divorce)

Decree Absolute (Nullity)

Civil Partnership Certificate (Gibraltar)

Certificates of Dissolution of Partnership (Dissolution), Gibraltar

Certificates of Dissolution of Partnership (Nullity), Gibraltar

Court judgements on parentage (Gibraltar)

Adoption Certificate Gibraltar (Gibraltar)

Police Certificate (Gibraltar)

Article 24(1)(c) – the list of public documents to which multilingual standard forms may be attached as a suitable translation aid

Birth Certificate (Gibraltar) - post-1995

Birth Certificate (Gibraltar) - pre-1995

Birth Certificate (Gibraltar) - pre-1986

Still-Birth certificate (Gibraltar)
Death Certificate (Gibraltar) - pre-1951
Death Certificate (Gibraltar) - post-1951
Marriage Certificate (Gibraltar)
Civil Partnership Certificate (Gibraltar)
Adoption Certificate Gibraltar (Gibraltar)
Police Certificate (Gibraltar)

Article 24(1)(e) – an indicative list of types of authorities empowered by national law to make certified copies

Same as those authorities issuing original certificates

Article 24(1)(f) – information relating to the means by which certified translations and certified copies can be identified

Birth Certificate (Gibraltar) - post-1995- A006 - embossed red seal and unique serial number
Birth Certificate (Gibraltar) - pre-1995- A007 - embossed red seal and unique serial number
Birth Certificate (Gibraltar) - pre-1986- A008 - embossed red seal and unique serial number
Still-Birth certificate (Gibraltar)- A009 - embossed red seal and unique serial number
Death Certificate (Gibraltar) - pre-1951- C005 - embossed red seal and unique serial number
Death Certificate (Gibraltar) - post-1951- C006 - embossed red seal and unique serial number
Marriage Certificate (Gibraltar)- E008 - embossed red seal and unique serial number
Civil Partnership Certificate (Gibraltar)- G005 - embossed red seal and unique serial number
Certificates of Dissolution of Partnership (Dissolution), Gibraltar- H001 - Supreme Court Seal and wet signature of registrar or deputy registrar
Adoption Certificate Gibraltar (Gibraltar)- I001 - embossed red seal and unique serial number
Police Certificate (Gibraltar)- M002 - watermark bearing Royal Gibraltar Police Crest

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