



February 2021

Information on “Unmarried” and “Birth Certificates”

1. A birth certificate (or: Extract from the Register of Birth) and an unmarried certificate (or Certificate of Bachelorhood) must be issued by the competent local authority, i.e. Chairman of the *Union Parishad* or *Pourashava*, Ward Commissioner, Municipal Committee or Municipal Corporation. Those certificates are to be issued on the official letterhead used by the respective authority. Seal(s), name(s) and rubber stamp(s) bearing the name of the issuing authority must be clearly legible.

A birth certificate (or Extract from the Register of Birth) must be issued by the local authority at a person’s place of birth. The date of registration, volume, page and serial number in the birth register are to be mentioned therein.

An unmarried certificate (or Certificate of Bachelorhood) must be issued by the authority at a person’s place of birth or last present / permanent address in Bangladesh.

Special stamped-paper (legal / affidavit paper, longer than DIN A4) is not used by local authorities and will thus not be accepted by this Embassy.
2. This Embassy is obliged to verify all certificates issued by Bangladeshi authorities. Only originals can be verified. This procedure incurs cost of BDT 24,000/- payable directly to this Embassy or, in Euro-equivalent, to the German civil registry’s office in charge of a person’s marriage. In the latter case a written confirmation by the civil registry’s office regarding the deposition of a sufficient amount of money is required (350/- Euro).
3. This Embassy can only initiate a document verification procedure upon formal request by an authority in Germany or if needed for an application process with this Embassy (e.g. passport or visa applications). Results and updates on the verification status are communicated to the concerned authority directly – inquiries of the concerned individuals cannot be answered.

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