

PASSPORT APPLICATION FORM FOR APPLICANTS 18 YEARS AND OLDER
IDENTITY CARD APPLICATION FORM FOR APPLICANTS 16 YEARS AND OLDER
Please consult our [information sheets](#) for passport applications.



- Passport (32 pages)** **Passport (48 pages)** **Express**
 Identity Card **Temporary Passport**

I do not yet hold a German Passport Identity Card

or (complete the following only if you would like to renew the same travel document)

I hold/held the following German travel document, which I wish to renew:

Passport Identity Card

Issued by _____ Number _____

Date of issue _____ valid until _____

Surname _____ PHD-title

Maiden name (if applicable) _____

All first names _____

Date of birth (DD/MM/YY) _____ Place of birth _____

Sex male female Height in cm _____ Eye colour _____

Only, if your surname *does not correspond* to your maiden name

Marriage / civil partnership on _____ in _____

Name of (married) partner _____

Citizenship(s) of partner _____

Street/No. _____ Phone/Cell _____

Postal Code/City of residence _____ E-Mail _____

Are you still registered in Germany? no yes, in _____

I have acquired German citizenship by

Descent (at least one of my parents was German citizen at the time of my birth)

Naturalization on (DD/MM/YY) _____

Birth in Germany as child of foreign parents

if yes: Has the continuance of your German citizenship already been established by a German authority or have you exercised the option for German citizenship? no yes

Other (e.g. emigrant/late repatriate; adoption) _____

Do you hold other citizenships?

no yes, the following _____ since (DD/MM/YY) _____

if yes: acquired by birth application marriage

if yes: Since 01.01.2000, did you serve **voluntarily** in foreign armies of countries for which you hold citizenship? no yes

Did you apply for another citizenship?

no yes (which, when) _____

Die vorstehenden Angaben entsprechen der Wahrheit und sind vollständig (The information provided is true and complete). **Alle Angaben sind gemäß §6 Passgesetz / §9 Personalausweisgesetz durch Vorlage von entsprechenden öffentlich-rechtlichen Urkunden und anderen Unterlagen nachzuweisen** All information must be proven by submission of relevant public-law documents and other relevant documents in accordance with §6 Passport Law / §9 Identity Card Law).

Place, Date

Applicants's Signature

Bitte nicht beschriften – Amtliche Verfügung

Eingangsdatum _____

DFB pos neg

AA/WSB BRP/KP/PA/VP GU HU/Auszug FB Foto Abmeldung Promotionsurk.

Unterschriftenblatt (HK) Einbürgerungsurkunde NE _____

es folgen noch:

AA/WSB

Foto

GU

HU/Auszug FB

Abmeldung

NE

Promotionsurkunde

Einbürgerungsurkunde

Lichtbildabgleich

Ermächtigung

BRP

48 S.

Zweitpass (6Jahre) Expr

PA

VP

in die WV am _____

erneute Rückfrage

Merkblatt Scheidungsanerkennung ausgehändigt/zugeschickt am _____

Ausstellungsnachricht an _____

Verlustnachricht an BKA am _____

Fundnachricht an BKA ab am _____

BRP PA

VP

Gebühr _____

Gebühr _____

bez. _____

bez. _____

BRP/PA überprüft

VP überprüft

ausgestellt am _____

gültig bis _____

Pass-Nr. _____

Abholtermin _____

VP/KP abgesandt am _____

Eingang der nachzureichenden Unterlagen prüfen

direkt absenden

bisheriges Dokument anfordern

angefordert am _____

abgesandt per Einschreiben _____

1. BRP/VP/KP/PA Nr. _____

entwertet und vernichtet

entwertet und wieder ausgehändigt

2. BRP/VP/KP/PA Nr. _____

entwertet und vernichtet

entwertet und wieder ausgehändigt



Checklist for passport application (adults)

To bring along with the application

- **Duly completed application form** (only the original is required)
- One **recent valid biometric passport picture** per application. Please note that the German size differs from the Swiss standard size and refer to the passport picture template on our website at www.deutscher-honorarkonsul-genf.ch/passports.php?lang=en#passbilder

For each application, all documents below must be submitted both in original (which will be returned) plus one copy. Please do not staple the copies together.

- **Previous passport / temporary passport / ID card**
Please copy the biographical data page of the passport or the front and back of the ID card. If the identity document was lost or stolen, a police report is required.
- **Certificate of your deregistration from your last residence in Germany**
("Abmeldebestätigung") -only applicable if the place of residence mentioned in your current identity document is still in Germany.
- **Residence permit in which your current place of residence is stipulated**
Applicants holding both the German and Swiss nationalities, as well as applicants holding a *Carte de Légitimation/Séjour* on which the place of residence is not mentioned, must produce a certificate of residence established by the municipality.
- **Birth certificate / certificate of origin**
Alternatively the German marriage / partnership certificate or the German family register
- If you are married or have a registered civil partnership:
Marriage certificate / registered civil partnership certificate with declaration of name choice or, if the union took place abroad, **excerpt of the family register** with declaration of name choice. If need be, a name certificate in accordance with German law must be produced www.bern.diplo.de/ch-de/service/-/1435470.

In addition (if applicable):

- Act of acquisition of German citizenship by naturalization ("Einbürgerungsurkunde").
- Act of acquisition of a foreign nationality (e.g. for the Swiss nationality, the certificate of origin issued by the canton, not by the municipality nor by the State Secretariat for Migration).
- Doctorate / PHD degree (s) (in German or English, with full name and date of birth), if the applicant wishes the academic title to be mentioned in his new identity document and it did not appear in the previous one.

Additional documents and certificates may be required

When applying for a passport for the first time, please read the information note on the legislation on naming rights at www.bern.diplo.de/ch-de/service/-/1435470.



Checklist for passport application (adults)

General information

- **It is not possible to extend the validity** of a passport or an ID card. **You must appear in person** in order to apply for identity documents. Applications sent by post will be returned unprocessed to the sender.
- **Electronic fingerprint scanning** is required by law since 1 November 2007 for a passport application.
- If you are **no longer registered in Germany** and live in Switzerland or the Principality of Liechtenstein, the embassy in Bern is the competent authority to establish or renew your passport and/or ID card. As long as you reside in their respective jurisdictions, you can also apply for a passport with the **Honorary Consuls in Zurich, Basel, Geneva or Lugano**. Please note that IDs are only issued in Bern.
- A passport application can **only** be submitted if you make an appointment. Please contact us, either through our website www.deutscher-honorarkonsul-genf.ch or by phone at **022 734 6606**.
- Did you change your name after marriage or divorce? Is your child entitled to bear your surname according to German law? Please inquire in advance by phone if, in your case, a certificate of change of name and / or a copy of a divorce decree is required. Please also read the information note on the legislation on naming rights www.bern.diplo.de/ch-de/service/-/1435470 or respectively, the recognition of divorce www.bern.diplo.de/ch-de/service/-/1435466.

Passport fees & important information

The fee is payable upon application. The fees of the Honorary Consul in Geneva can be paid in **Swiss francs in cash** (Euros are not accepted) or with a **Maestro debit card**. **Payment by credit card or PostFinance Card is not possible.** We advise you carry the required amount in cash in case any technical difficulties arise with the card reader.

If you are domiciled **outside the district**, for example in neighbouring France, or if your residence is still registered in Germany, the fees will increase depending on the requested document.

Biometric passport (with fingerprints), processing time about 8 weeks

For applicants under 24, validity 6 years	approx. CHF 70.– (depends on exchange rate)
For applicants 24 years and older, validity 10 years	approx. CHF 95.– (depends on exchange rate)
Additional fee for 48 page passport	approx. CHF 26.– (depends on exchange rate)
Additional express processing fee (approx. 4 weeks)	approx. CHF 40.– (depends on exchange rate)
Honorary Consul fee	currently CHF 50.–
Fixed fee	CHF 8.–

Please read carefully the information on the conditions of entry into a foreign country for holders of German passports on the website of the Federal Ministry of Foreign Affairs at www.auswaertiges-amt.de/de/ReiseUndSicherheit/reise-und-sicherheitshinweise.

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Appointment by phone:
Tue 09:00 am - 1:00 pm
Wed 09:00 am - 2:00 pm

How to reach us: from Geneva main station Cornavin take TPG bus no. 3 - direction „Gardiol“ - bus stop „Moillebeau“