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## Public documents

Luxembourg

Luxembourg



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)

Public documents to be presented to the Luxembourg authorities pursuant to Article 6(1)(a) may be submitted in French or German.

English is also accepted for:

- Birth certificates;
- Marriage certificates;
- Paternity acknowledgement certificates;
- Death certificates;
- Change of surname certificates;
- Change of first name certificates;
- Public documents amending a person's stated gender and first name(s).

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

- Birth certificates;
- Acknowledgement certificates establishing parentage;
- Marriage certificates;
- Certificates of capacity to marry;
- Death certificates;
- Stillbirth certificates;
- Grand-ducal decrees changing a person's surname;
- Grand-ducal decrees changing a person's first name(s);
- Partnership declaration certificates;
- Partnership dissolution certificates;
- Property agreement certificates setting out the property consequences of a partnership;

- Proof of life certificates;
- Certificates of residence;
- Extended certificates of residence;
- Certificate of registration at a given address;
- Ministerial decrees amending a person's stated gender and first name(s);
- Court decisions on change of gender;
- Ministerial decrees on nationality;
- Certificates of nationality;
- Acknowledgments of paternity before a notary;
- Extract from the criminal record (record no 3, 4 or 5), if the person has no criminal record;
- Certificate of registration on the electoral roll;
- Multilingual extracts from civil status records under ICCS Convention No 16;
- Court decisions declaring a birth;
- Court decisions on simple adoption;
- Court decisions on full adoption;
- Court decisions revoking an adoption;
- Court decisions establishing parentage (application to establish maternal or paternal relationship);
- Court decisions contesting parentage (contesting maternal or paternal relationship);
- Court decisions on divorce;
- Court decisions annulling a marriage;
- Court decisions on legal separation;
- Court decisions declaring a person absent;
- Court decisions revoking an adoption.

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

- Birth certificates (extracts from the register only);
- Proof of life certificates;
- Death certificates (extracts from the register only);
- Marriage certificates (extracts from the register only);
- Registered partnership declaration certificates;
- Registered partnership dissolution certificates;
- Certificates of residence;

- Extract from the criminal record (record no 3, 4 or 5), if the person has no criminal record.

This is an exhaustive list, meaning that a multilingual form may not be attached to any public document not listed above.

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

The [lists of persons qualified](#) under national law to provide certified translations can be found on the website of the Ministry of Justice of the Grand-Duchy of Luxembourg at the following address:

<https://mj.gouvernement.lu/fr/service-citoyens/expert-judiciaire/liste-experts-traducteurs.html>

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

Municipalities are authorised to make certified copies. A fee (*taxe de chancellerie*) must be paid to the municipal authorities at the time the copy is made.

To receive a certified copy, the person requesting the copy must take the document to the Population Office or the Secretariat of the municipality in which they live.

A municipal official will make the certified copy on the spot using the original provided by the person requesting the copy.

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

Certified translations feature the signature of the sworn translator.

Certified copies feature the municipality's stamp, the signature of the municipal official who made the copy, and a revenue stamp.

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

Certified copies feature the municipality's stamp, the signature of the municipal official who made the copy, and a revenue stamp.

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