



Death in Thailand: entry in the Swiss civil status register

June 2025

Documents to submit

- ☐ **Original of the death certificate** (*Thor.Ror. 5, Part 1*) or **extract of death register** (*Thor.Ror. 4/Gor*) including legalization by the Ministry of Foreign Affairs of Thailand (original will be returned). The responsible Amphoe (district) or a Tesaban (municipality office) issues the death certificate.
- ☐ **Translation of the death certificate** to a Swiss national language or English.
- ☐ **Swiss passport** and/or **Swiss Identity card** of the deceased (will be returned upon request).

All original certificates and documents can be handed in during [opening hours](#) (with prior [appointment](#)) and by post.

Translation

Documents in Thai must be translated to a Swiss national language or English. A list of possible translation agencies can be found on the following website:

<https://www.eda.admin.ch/countries/thailand/en/home/services/translations.html>

Legalisation

An authorized person has to bring the original death certificate or the extract of death register to the Ministry of Foreign Affairs for the legalization. The authorized person will need to prove the relationship to the deceased (e.g. marriage certificate or confirmation issued by the Embassy). If a third person or an organization will obtain the legalization, an authorization letter issued by the Embassy or the relatives of the deceased will also be required.

The Ministry of Foreign of Thailand is located at the following addresses:

Legalization service in Bangkok: Department of Consular Affairs Legalization Division 3rd Floor, Consular Affairs Building Chaeng Wattana Rd. Lak Si, Bangkok Tel. 02 575 1058 / 02 575 1060 Fax 02 575 1054 OR	MBK Center Bangkok Passport office Pathum Wan 5th Floor, Zone A Mon - Fri 10:00 – 15:30 hrs. (except public holidays) Tel. 02 126 7616 / 083 530 9126 Fax 02 126 7613
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35 North Wireless Road (Thanon Witthayu Nuea)
Lumphini, Pathum Wan
Bangkok 10330
G.P.O. Box 821, Bangkok 10501

Telefon: +66 2 674 6900, Fax: +66 2 674 6901
bangkok.cc@eda.admin.ch
www.eda.admin.ch/bangkok

Legalization service in Ubon Ratchathani: Ubon Ratchathani City Hall Passport office 1st Floor at the back of the west side Ubon Ratchathani Tel. 045 344 581 to 82 Fax 045 344 646	Legalization service in Phuket: Central Phuket Festival, B Floor Passport office Mon - Fri 10:00 – 15:30 hrs. (except public holidays) Tel. 076 222 080 to 81 Fax 080 222 082
Legalization service in Chiang Mai: Chiang Mai International Exhibition and Convention Center Ruang Phueng 2 Building Chang Phueak, Mueang Chiang Mai 50300 Tel. 053 112 291 Fax 053 112 746	Legalization service in Songkhla: Government Center Songkhla Ratchadamnoen Road, Bo Yang, Mueang, Songkhla 90000 Mon - Fri 8:30 – 15:30 hrs. (except public holidays) Tel. 074 326 510
Legalization service in Pattaya Central Festival Pattaya Beach 4th Floor, 449/2 (next to the parking lot) Mon - Fri 9:00 – 17:30 hrs. (except public holidays) Tel. 038 119 638	Legalization service in Prachuap Khiri Khan Bluport Hua Hin, 3 rd Floor Temporary Passport Office Mon - Fri 10:00 – 16:30 hrs. (except public holidays) Tel. 032 523 218

Further information

Funeral

There is the possibility to engage a funeral home. We recommend asking previously for a quote. The embassy usually works together with following company

AsiaONE by Teck Hong Funeral (THF Co. Ltd.)

No. 7, THF Building, Chan Road Soi 46, Wat Phrayakrai, Bangkholaem, Bangkok 10120, Tel. +66 2 675 05 01 oder Tel. +66 2 675 05 02, Fax +66 2 675 22 27 oder Fax +66 2 675 19 21 info@asiaone-thf.com

Siam Funeral Co.,Ltd

30/21 Village No. 6 , Klongsi , Klongluang, Pathumthani 12120, THAILAND

Tel: +662 9027907, Fax +662 9027906

Cell: +6686 7770214 (Englisch) +6688 5982659 (Deutsch& Englisch)

siamfuneral@gmail.com

www.siamfuneral.com

Certificate of body release

The local authorities usually need a «certificate of body release» from the Embassy to retrieve the body from the hospital. In order to issue this document a confirmation of the bereaved has to be sent to the embassy indicating to whom the body can be released. This document has to be signed and sent together with a photocopy of the passports or identity card by email. If a funeral home has been assigned, they will take care of this certificate.

Abstract of the family registry

If necessary, an abstract of the family register can be ordered at the civil status office of the place of origin of the deceased approx. 5-6 weeks after the transmission of the death certificate. This document is requested in Switzerland for administrative procedures (such as insurance, survivor rent, banks etc.).

Fortune / Inheritance in Thailand

There is no public authority in Thailand in charge of managing the assets of a deceased person. The legal heirs or the concerned parties have to ask the Court to appoint an administrator for the inheritance, usually a lawyer, to arrange the assets and all necessary formalities concerned. The duty of the administrator is to allot the assets in accordance with the article 1629 of the Civil and Commercial Code (CCC). Per local customs, there is no need to appoint any administrator, if no assets of the deceased are available in Thailand. Moreover, it would be impossible to define a competent court. If there are no assets of the deceased in Thailand, then no administrator needs to be appointed. Furthermore, it would be impossible to determine a competent court.

Survivor's pension

If the deceased was registered at the Embassy, the Federal Old-Age and Survivors' Insurance OASI will be informed directly of its death. On the following link [Form 318.000.2](#) the spouse can apply for a Survivors pension. Once the document filled out and signed, it can be sent to our Embassy for transmission to the OASI.