

## **BIRTH CERTIFICATES**

### **REQUIREMENTS FOR A BIRTH CERTIFICATE WITH APOSTILLE**

- Please indicate clearly if you want an unabridged, computer printed unabridged, certified copy of the birth register or handwritten abridged certificate.
- If you have a previous certificate, please attach a copy so that it may be easier to trace the record.
- Copy of documents Passport, I.D. & Belgian/Residence card Residence Card
- Form **BI-154** to be fully completed in black ink (Form cannot be downloaded or sent by email)
- The prescribed fee for all certificates is **€6-00**
- **FEES:**
- **To be paid into the Embassy account at least 4 days prior to submitting your application and attach proof of payment.**
- **Account number: BE20 7350 2551 7856**
- **BIC - KREDBEBB**
- **South African Embassy – Montoyerstraat 17-19 –Brussels 1000**
- **Reference name and surname of applicant**

### **PROCESSING PERIOD**

- Unfortunately, the tracing of original records in the register held by the National Department of Home Affairs is a time-consuming task, with the result that these applications are likely to take a minimum of 6-8 months and possibly longer.

**Please arrange for an appointment via the embassy's website (appointment link found on: [www.southafrica.be](http://www.southafrica.be))**

*E-mail: [brussels.consular@dirco.gov.za](mailto:brussels.consular@dirco.gov.za)*

*Tel.: 02/285 44 00*

*02/285 44 92*

*02/285 44 53*

*Consular Section*

*Rue Montoyer 17-19, Brussels 1000*

**For more information calls can be made from Wednesday to Friday between  
09h00-12h00 & 13h30 – 16h00**

*With the compliments of the Consular Section at the South African Embassy in Brussels, Belgium*