

# Kindergeld: Lebensbescheinigung für Familienkasse

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**Achtung:** Dieses Dokument ist eine Ausfüllhilfe. Bitte das Originalformular in deutscher Sprache ausfüllen!

Beim selbständigen Ausfüllen kann es zu Fehlern kommen. Das kann unbeabsichtigte Konsequenzen nach sich ziehen. Wir empfehlen daher, eine Beratungsstelle aufzusuchen.

Alle Übersetzungen sind nach bestem Wissen und Gewissen auf ehrenamtlicher Basis erstellt. Der KuB e. V. übernimmt keine Haftung.

**Please note:** This document is a completion aid. Please fill in the original form in German!

Completing the form on your own may result in errors. This might have unintended consequences. We therefore recommend that you seek assistance at an advice center.

All translations are done by volunteers to the best of their knowledge and ability. KuB e. V. assumes no liability.

Übersetzung erstellt durch das Projekt "Formulare verstehbar machen" der Kontakt- und Beratungsstelle für Flüchtlinge und Migrant\_innen (Berlin): [kub-berlin.org/angebote/formulare](http://kub-berlin.org/angebote/formulare)

Spenden erbeten an: „Formulare verstehbar machen“ auf [betterplace.org/projects/16145](http://betterplace.org/projects/16145).

ÜBERSETZUNG / TRANSLATION

Surname and first name of the person entitled to child allowance											
Child benefit number <table border="1"> <tr> <td></td><td></td><td></td><td>F</td><td>K</td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>				F	K						
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Familienkasse

Telephone number during the day in case of questions:

Life certificate

For submission to the Family Benefits Office

Please consider the comments!

A. Information concerning the children that live outside of the household

by Mr./Ms.

Surname	First name	Date of birth
Address (street/place, house number, postcode, city, country)		

Family status:  single | since \_\_\_\_\_ |  married |  living in registered civil partnership  
 widowed |  divorced |  permanently separated

I hereby declare that the following child/children:

Serial number	Surname and first name of the child	born on	In Germany since *)

\*) If child is non-German, please state since when he/she has been staying continuously in Germany.

live as follows.

Person or institution with whom/which the child/children is/are living
Address (street/place, house number, postcode, city, country)

Note on Data Protection. This data will be collected, processed and used due to and for the purposes of Sections 31 and 62-78 of the Income Tax Act and according to the rules of the tax code, the Federal Child Benefit Act and the social insurance code. Further information on your rights in connection with the collection of personal data in accordance with Articles 13 and 14 of the General Data Protection Regulation can be found on the Internet on the website of your Family Benefits Office (available at www.familienkasse.de), which also contains the contact details of the data protection officer.

Date
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Signature of the person entitled to Child Benefit or, if appropriate, the legal representative

B. Attestation of the information

This is to certify that according to present documents – to personal state of knowledge – the child/children of consecutive number .... to consecutive number ..... is/are residing as stated.

Remarks:

Please note: The information aids in the fiscal assessment of whether there is a legally valid child benefit claim. The Family Benefits Office acknowledges this assessment in its function as a federal financial authority. You must answer truthfully.

Date Signature

Official seal or stamp

## Comments:

Generally child benefit can only be paid for children living at the applicant's household. Children that are living outside of the household can be considered under specific conditions, e.g. if a child is staying at a home.

For more details, see the information sheet „Kindergeld“.

The existence of the children as well as their placement has to be proven by the life certificate overleaf.

Please fill in section A legibly. Your given information in section B has to be certified by the competent registry office (Einwohnermeldeamt/Residents' Registration Office) or another public authority and marked with an official seal or stamp.

For children that are staying at an home, the director can issue the certificate.

For children in school education or apprenticeship a certificate of enrolment or a certificate of training can be handed in instead of a life certificate. This mustn't be older than six month. The corresponding forms are available at the Child Benefits Office.

In case you can't prove the existence of your children – e.g. it might be difficult in the case of children abroad – please contact the Child Benefits Office.