



Documents required for an international application for the recovery of maintenance

Application form

- select relevant convention and language

Power of Attorney granted by the creditor, issued in favour of the foreign receiving agency

- in the case of minor children, signed by their legal representative
- children of full age sign themselves, also when claiming arrears from the period when they were minors

Title awarding maintenance

- judgment with certificate of enforceability, either the originals or a certified copy of both
- in case of a judgment in absence (default judgment): please consult the information sheet "judgment in absence (default judgment)"
- maintenance agreement approved by the guardianship authority/child protection authority: Original or certified copy of the agreement and of the decision of the guardianship authority/child protection with certificate of enforceability
- judgment or decision of the guardianship authority established after January 1, 2011, please consult the information sheet "Lugano Convention of October 30, 2007"

Detailed calculation of arrears

- indicating arrears due to each creditor, per month and per year
- with a comprehensible index calculation

Creditor's birth certificate

- in the case of maintenance payments in respect of children

Form with bank/post office account details

Other necessary documents

for example:

- confirmation of schooling/ training for children of full age entitled to maintenance
- legal aid certificate from state of origin

Please note that all documents must be submitted in the receiving state together with their translations in the relevant official language

<https://www.bj.admin.ch/bj/de/home/gesellschaft/alimente.html>