



Law 1163 of 2007

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LAW 1163 OF 2007

(October 3)

Regulating the fees for the services provided by the National Civil Registry and establishing other provisions.

See Law 220 of 1995 and 486 of 1998, See Resolution of the R.N.E.C. 38 of 2008, See Article 227, Law 1450 of 2011

THE CONGRESS OF COLOMBIA

DECREES:

Article 1. *Tax obligation.* This law regulates the fees for the provision of services for the physical issuance of duplicates or corrections of citizenship cards; for loss or damage to the same, or correction of data at the request of the holder; physical issuance of duplicates or corrections of identity cards for loss or damage to the same, or correction of data at the request of the holder; physical issuance of exceptional certifications of citizen information not subject to legal confidentiality; physical issuance of exceptional certifications of nationality, based on the information contained in the Entity's files; physical issuance and cross-checking of information not subject to legal confidentiality from the Entity's databases; copies and certificates of civil registries, identification documents requested abroad; identification data processing and consultation services.

Paragraph. When a duplicate is issued or corrected due to an error in the data on the citizenship card and identity card by the National Civil Registry, no fee shall be charged for the provision of such service.

Article 2. *Principles.* For the implementation of this law, the principles of popular representation, legality, and those governing taxation shall be taken into account, and the constitutional principles of equity, equality, progressivity, and justice shall be observed. In order to comply with the principles of public service, the National Civil Registry shall modernize its services to achieve maximum efficiency and economy.

Article 3. *Elements.* The elements of the fees referred to in the following law shall be as follows:

a). Taxable events. The following services provided by the National Civil Registry constitute taxable events:

1. The physical issuance of a duplicate or correction of the citizenship card, due to loss or damage, or correction of data at the request of the holder.
2. The physical issuance of a duplicate or correction of an identity card due to loss or damage, or correction of data at the request of the holder.
3. The physical issuance of exceptional certifications of citizen information not subject to legal confidentiality.
4. The physical issuance of exceptional certifications of nationality, based on the information contained in the Entity's files.
5. Physical dispatch and cross-referencing of information not subject to legal restrictions from the entity's databases. Underlined expression deleted by Article 276, Law 1450 of 2011.
6. Copies and certificates from civil registries.
7. Identification documents requested abroad.
8. Processing services, consultation of identification data, and sale of software licenses for technological developments carried out with the entity's proprietary database. Underlined expression Deleted by Art. 276, Law 1450 of 2011

9. Photocopying and printing services, publications, books, and magazines published by the Electoral Organization-National Civil Registry, as well as any magnetic media containing election results.

b). Active Subject. The active subject of the fees shall be the National Civil Registry, through the Revolving Fund of the National Civil Registry under the terms of Law 96 of November 21, 1985, and other regulations that modify, add to, or replace it.

c). Taxpayer. Natural or legal persons who request any of the services referred to in this law that constitute taxable events shall be considered taxpayers.

d). Tax Base and Rate. The rates referred to in this law shall be established subject to the principles and conditions referred to in Articles 2 and 4 in relation to the taxable events provided for in paragraph (a) of this article.

Paragraph. For paragraphs 1 and 2. When a duplicate is issued or corrected due to an error in the data on the citizenship card and identity card by the National Civil Registry, no fee shall be charged for the provision of such service.

Article 4. *Fees for services provided by the National Civil Registry.* The following rules are established to determine the amount of tax payable by taxpayers:

1. Administrative authority empowered to set the fee. Pursuant to the second paragraph of Article 338 of the Constitution, for the purposes of this law, the National Registrar of Civil Status is the administrative authority authorized to set the fees for the services provided by the National Civil Registry, in accordance with the method and system for determining the cost of services and how to distribute it among users.

2. Method. The National Registrar of Civil Status shall adopt the following technical guidelines to determine service fees: a) Quantification of materials, supplies, and other technological and human resource inputs used for the assembly, administration, training, maintenance, repair, and coverage of services. When any of the procedures must be contracted with third parties, the value of the contracted service shall be considered; b) Quantification of financing, construction, database management, access to other information systems, technification and modernization, expansion of services, updating, tools, provisions, maintenance, and other associated expenses; c) Quantification and assessment of the resources necessary to fully guarantee the continuation of an adequate, consolidated, timely, and sufficient service for users in accordance with the functions performed by the National Civil Registry; d) Estimation of the average amount of use of the services generating the fee.

3. System for determining costs. In accordance with the principles set forth in Article 2 of this law, specific forms of economic measurement shall be determined for their valuation and weighting, taking into account inputs, database management, access to other information systems, their assembly, financing factors, operation, technification, modernization, administration, maintenance, support, repair, updating, provisions, coverage, expansion of services, training, information system security, flow, and other associated expenses.

4. Method of distribution. The rate for each of the services provided and described in Article 1 shall take into account the system referred to in Article 4(3) and shall be the result of dividing the sum of the values obtained in accordance with Article 4(2)(a), (b), and (c) by the average amount of use described in Article 4(2)(d).

Paragraph 1. Once the costs of the goods and services provided by the Entity have been defined, the annual rate increases shall be adjusted for annual inflation.

Paragraph 2. In accordance with the principles established in Article 2, the National Civil Registry shall guarantee the efficient provision of the services referred to in this law, and the fees shall be reduced in proportion to the savings achieved through the use of cutting-edge technology, once this has been implemented.

Paragraph 3. In any case, for the determination of the fees for each of the services referred to in paragraph 5 of section a) of Article 3 of this law, only the marginal costs incurred by the Registry for the provision of such services shall be included. Marginal costs are understood to be those costs that are identifiable and directly associated with the physical or electronic reproduction of the information that the Registry makes available to the public for acquisition.

Article 5. *Exemptions from payment.* In accordance with current provisions, the National Civil Registry shall exempt the following cases from payment for obtaining an identity document: a) Issuance of a citizenship card and identity card for the first time; b) Registration in the Civil Registry of Birth and its first copy, and that intended for the issuance of the citizenship card for the first time; c) Population displaced by violence, subject to certification by the competent authority; d) Demobilized personnel, subject to certification by the competent authority; e) Duplicate identity card for the population of levels 0, 1, and 2 of the Sisbén, on a one-time basis; f) Renewal of any identification document; g) In special situations assessed and regulated by the National Civil Registry.

[See National Registry Resolution 6303 of 2008.](#)

Article 6. This law shall come into force on the date of its publication and repeals all contrary provisions.

The President of the Honorable Senate of the Republic,

Nancy Patricia Gutiérrez Castañeda

The Secretary General of the Honorable Senate of the

Republic, Emilio Ramón Otero Dajud

The President of the Honorable House of Representatives,

Oscar Arboleda Palacio

The Secretary General of the Honorable House of Representatives,

Angelino Lizcano Rivera

REPUBLIC OF COLOMBIA - NATIONAL GOVERNMENT

To be published and enforced

Given in Bogotá, D.C., on October 3, 2007 ÁLVARO

URIBE VÉLEZ

The Minister of the Interior and Justice,

Carlos Holguín Sardi

The Minister of Finance and Public Credit,

Oscar Iván Zuluaga Escobar.

NOTE: Published in Official Gazette 46771 on October 4, 2007

Date and time of creation: February 4, 2026, 6:12:23 p.m.