



## Marriage to be performed in Switzerland

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February 2022

### Documents to submit in person to your Swiss representation

- Application for Preparation or Registration of Marriage

#### For Swiss citizens:

- copy of the Swiss marital status certificate for Swiss citizens
- valid passport

#### For Indian citizens:

- original birth certificate, issued by the Registrar of Births & Deaths, with the names of child and both parents (full names) <sup>1</sup>
- original current civil status record:
  - a) Affidavit on a "Stamp Paper" (10 or 20 Rupee), issued by a Notary Public establishing that they have never been married <sup>2</sup> *or*
  - b) court order (final judgement) and divorce decree *or*
  - c) death certificate of deceased spouse
- Affidavit on a "Stamp Paper" (10 or 20 Rupee), issued by a Notary Public confirming the current residence
- valid passport
- Visa D Form (in triplicate) <sup>3</sup>
- Police Clearance Certificate for the Visa Application <sup>3</sup>

Certain documents may no longer be required if the person is already registered in the Swiss civil status register.

#### If one person is domiciled in Switzerland:

- copy of the certificate of current residence in Switzerland

#### For any joint children who are not yet entered in the Swiss civil status register:

- original birth certificate, issued by the Registrar of Births & Deaths, with the names of child and both parents (full names) <sup>1</sup>
- original Affidavit on a "Stamp Paper" (10 or 20 Rupee), issued by a Notary Public confirming the current residence
- valid passport

#### For any joint children who are entered in the Swiss civil status register:

- copy of their birth certificate
- copy of their valid passport

The original documents will be submitted to the civil status authority concerned in Switzerland and must not be older than six months. They will not be returned. Photocopies are not accepted. Additional documents may be required if necessary.

## Translation

Documents that are not in a Swiss national language or in English must be translated in English.

## Legalisation

Indian civil status documents have to be legalised by the Home Ministry of the state where the certificate had been issued. Thereafter they have to be legalised with an Apostille by the Ministry of External Affairs before being submitted to the Swiss representation. Please find the contact details of the Legalisation/Apostille offices here: <https://www.mea.gov.in/apostille.htm>

If you opt for a voluntary verification, a legalisation of the documents is not required.

## Voluntary verification

Your official documents might have to be verified by the Swiss representation, which will take around 3-4 months. The decision to do so will be taken by the authorities in Switzerland after having received your file. The majority of cantons require a verification. In order to speed up the processing of your file, the Embassy can do this verification process before sending the file to Switzerland. To this end, please submit the following to the Swiss representation:

- declaration form concerning voluntary verification of foreign civil status documents, duly dated and signed
- questionnaire for the verification of civil status documents
- advance on the cost of your request for a voluntary verification (see "Fees" below)

Additional documents may be required, depending on the circumstances or the requirements of the authorities concerned in Switzerland.

## Interpreter

The interview will be held in German, French or English. Applicants who are not fluent in any of these languages have to bring along a certified translator.

## Fees

To cover the consular fees, an advance payment of INR 40'000 (CHF 500 if paid in Switzerland) has to be made via bank transfer or by demand draft, issued in the name of "Embassy of Switzerland New Delhi". An account statement of the expenses will be sent to you after completion of the process and the remaining balance will be reimbursed.

If you would like to do opt for a voluntary verification, an advance payment of INR 80'000 (CHF 1'000) is needed. The consular fees are covered by this amount.

## Further information

- Laminated documents are not accepted.
- Full names have to be written on the certificates. Abbreviations of names are not accepted. The name of one person should be the same on all the documents submitted.
- Once your file is complete, it will be forwarded to Switzerland within 2-3 weeks and a marriage appointment can be arranged.

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New Delhi - 110021  
Telefon: +91 11 4995 9500, Fax: +91 11 4995 9509  
[newdelhi.etatcivil@eda.admin.ch](mailto:newdelhi.etatcivil@eda.admin.ch)  
[www.eda.admin.ch/newdelhi](http://www.eda.admin.ch/newdelhi)

<sup>1</sup> In the event where the birth has not been registered, an application for a "late registration" has to be made with the Registrar of Births & Deaths. In case the name of the child is not mentioned on the birth certificate, a supporting affidavit by the parents confirming name of the child has to be submitted. Please note, that a certificate of Baptism and / or a School (Transfer) can only be accepted as supporting documents and not as a substitute for the birth certificate.

<sup>2</sup> The following things have to be indicated on the Affidavit: full name(s) of the applicant, date and place of birth, nationality, place of residence (full address), full names of parents, civil status (clear description necessary, e.g. "never been married", "divorced since" or "widowed since" | Note: "unmarried", "single" etc. cannot be accepted).

<sup>3</sup> Please note that if you wish to take up residence with your partner in Switzerland, you will also need to file an application for a national visa D at the Swiss representation. Your application will be processed at the cantonal migration office of your future place of residence in Switzerland. The estimated processing time for a visa D is 3 months.