



Marriage to be performed in Switzerland

August 2023

The partner living in Switzerland should contact the civil register office of his/her place of residence for information about the process.

Documents to submit in person to your Swiss representation

The following documents must submit in **original** with one photocopy:

From both applicants:

- Valid passports**
The partner residing in Switzerland should send a clear copy of the passport to the partner in the Philippines.
- Certificate of residence**, not older than six months
This document can be requested from the civil or municipal authority of the place of residence. For the Filipino partner, this document is called **cedula or Community Tax Certificate**.
- Certificate of civil status**, not older than six months
For Swiss national, this may be ordered from the civil office of the place of origin. For Foreign nationals, the document may be obtained from the home country. For Philippine nationals, any of the following must be submitted, whichever is applicable:
 - Single:**
 - Certificate of no marriage “CENOMAR”** issued by the Philippine Statistics Authority (PSA) and with Apostille from the Department of Foreign Affairs (DFA)
 - Widowed:**
 - Certificate of Advisory on Marriages “CEMAR”** issued by the PSA with Apostille from the DFA
 - Death Certificate** of former spouse, issued by the PSA with Apostille from the DFA
 - Divorced/annulled marriage:**
 - Certificate of Advisory on Marriages “CEMAR”** issued by the PSA with Apostille from the DFA
 - Annotated Marriage Certificate** issued by the PSA, with Apostille from the DFA
 - Certified true copy of Court Decision/Order/Decree** and **Certificate of Finality** of the annulment/recognition of foreign divorce of marriage, with Apostille from the DFA and translated into any Swiss Language (German, French or Italian)

From Philippine partner:

- Birth Certificate*** issued by the PSA and with Apostille from the DFA, not older than six months
**If birth was registered late (more than 30 days after the date of birth) submit the following additional documents and provide address and phone number of the issuing authorities:*
 - Birth Certificate issued by the Local Civil Registrar's Office
 - Original Certificate of Baptism
 - Original Grade Card, Transcript of Record or other school certificates

The original documents are submitted to the civil status authority concerned in Switzerland and 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.

Appointment and submission of the documents

Please contact the Embassy to schedule an appointment.

Personal appearance: The partner residing in the Philippines is required to submit the documents personally at the Embassy.

The partner residing in Switzerland or abroad has to organize the needed documents to get married and sign the forms personally in Switzerland or at the Swiss representation of the country of residence.

Swiss Nationals who are registered at the Embassy are requested to appear personally and lodge their request for preparation for marriage, and can start the application with their passport only.

The clients are advised to prepare one photocopy of their documents for their personal file. Forms will be handed out on the day of appointment and signed in the presence of a consular officer.

Thorough verification

The Embassy will verify the Philippine documents with the local competent authority before legalizing them and transmitting them to the competent civil status office in Switzerland.

Depending on the result of the expertise or on the requirements of the competent authorities in Switzerland, the Embassy may require additional verification through an external service and request additional documents and fees.

The processing time for the authentication of the documents is about 4 to 6 months minimum.

Fees

An advance payment of **PHP 35'000.00 in cash** is required upon submission of the documents. The Embassy reserves the right to ask for an additional advance payment if needed for verification. Any remaining balance will be returned to the applicant upon completion of the procedure.

Further information

- Incomplete documents will not be accepted.
- List of translators can be found on our official webpage:
<https://www.eda.admin.ch/countries/philippines/en/home/services/uebersetzer.html>
- Philippine nationals need a visa to travel or to take up residency to Switzerland. Current visa fee can be checked online or requested by phone. For further details, please see checklist **VISA FOR MIGRATION IN SWITZERLAND**.

Embassy of Switzerland
24th Floor, BDO Equitable Tower
8751 Paseo de Roxas
1260 Makati City, Metro Manila
Philippines
Tel. (+63 2) 8845 45 45, loc.2
manila@eda.admin.ch
www.eda.admin.ch/philippines