



## Factsheet – Getting married in Switzerland / Registered partnership in Switzerland

*Please note: an Apostille is required on all civil status certificates and court documents from the following countries of our consular district: the Cook Islands, Fiji, Samoa, American Samoa, Tonga, Niue.*

If you would like to get married / form a civil union in Switzerland you will need to go through a process called marriage preparation.

The Civil Registrar in the city where the marriage is to take place must be contacted directly by the parties involved, well in advance, for information concerning requirements, dates, fees, witnesses and translation of documents.

If you are living in the Consular jurisdiction of this Embassy, it is mandatory that you **present yourself in person** at the Embassy of Switzerland in Wellington to hand in your documents. Please contact the Embassy in order **to make an appointment**.

If one of the fiancés is living in Switzerland, he or she will have to sign these documents at the civil registrar's office there.

The civil registry office in Switzerland in the town or city where the marriage / civil union is to take place is solely responsible for specifying and processing the required documents. It may require some additional documents not mentioned below. The arrangements to schedule the wedding / civil union date must be done directly with that office. Please note that English is not one of the official Swiss languages (German, French and Italian). The procedures may also vary from one canton (province) to another.

Some foreign documents may require prior legalizations from other Swiss representation and this procedure may also involve additional fees, expenses and time.

For deadlines please contact the civil registrar of the town where the marriage will take place directly.

### Required Documentation

This list of required documents is for New Zealand citizens who wish to get married to a Swiss citizen in Switzerland. Please contact the Embassy if a citizen of a different country is concerned.

All documents marked with a “\*” must not be older than six months (date of issue) at the time of their submission to the Embassy. Only **original documents** can be accepted. If

the document is older, a new document must be ordered and re-issued. Photocopies, scans or certified copies are not accepted.

Please note that these documents will be sent to Switzerland and therefore cannot be returned to you.

The civil status office responsible for your civil ceremony may require additional documents or an Apostille.

- Application for preparatory procedure for marriage / civil union, to be completed and signed at the Embassy
- Declaration concerning pre-conditions for entering into marriage / civil union, to be completed and signed at the Embassy
- Original, valid passport and two photocopies thereof
- \* Birth certificate of the non-Swiss partner, showing the full names of the parents
- \*Certificate of no impediment to marriage issued in NZ by the local Superintendent Registrar;
- A Statutory Declaration, legalised by a Notary Public, showing:
  - detailed physical address(es) of at least the last 6 months,
  - nationality,
  - statement of marital status (single, married, divorced or widowed)

If you have previously been married:

- \* Original "Order Dissolving Marriage" or an original certified copy thereof, issued by the respective court which granted the divorce (with mention of date order made and date order sealed)
- \* Death certificate of the previous spouse

Documents from the Swiss fiancé(e):

- If resident in Switzerland: Copy of the Certificate of Civil Status for Swiss Nationals ("Personenstandsausweis / Certificat individuel d'état civil / Certificato individuale di stato civile)
- If resident abroad: "Certificate of nationality and registration" issued by the competent Embassy
- Two copies of valid Swiss passport (original must be presented if residing in this Embassy's consular jurisdiction)

### **Fees and expenses**

The following estimated fees apply:

Preparatory procedure:	CHF150.00
Fees pro rata temporis for translation of documents (min. 1h):	CHF 150.00
Certificate of nationality and registration:	CHF 40.00
Postage:	CHF 5.00
<b>TOTAL:</b>	<b>CHF345.00</b>

The exact amount in NZD will be communicated by the Embassy when confirming the appointment. The fees must be paid in NZD cash or with a bank cheque, made out to the Embassy of Switzerland. Additional fees may apply.

## **Name after the marriage (for Swiss citizens and persons residing in Switzerland)**

[Information sheets](#) (available in German, French, Italian)

### **Visa / Authorization to enter Switzerland to take up residency:**

New Zealand citizens do NOT require a visa to enter the Schengen area and therefore Switzerland for a period up to 3 month within 6 month. However, if you intend to take up residency in Switzerland, an authorization is needed. The process to obtain the authorization is identical to the process to obtain a visa but the outcome is different, as instead of a visa sticker in your passport you will get a form authorizing you to take up residency. To initiate the process, please refer to the following information:

- documents required to lodge the application:  
<https://www.eda.admin.ch/dam/countries/countries-content/new-zealand/en/Checklist%20family%20reunification%20visa.pdf>
- application forms and additional information:  
<https://www.eda.admin.ch/countries/new-zealand/en/home/visa/entry-ch/more-90-days/documents-national.html>

Please note that this process may take up to 3 month.

All citizens from another country than New Zealand must verify whether they need visa or an authorization to enter Switzerland.

The procedure to obtain a visa or authorization is separate from the marriage preparation process and the fees are not included in the above overview. Please refer to the [visa website](#) for further information.

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Wellington, 18 January 2019