



Marriage to be performed in Switzerland and family reunion

12.06.2024

Documents to submit in person to your Swiss representation

From the fiancé/e living in Switzerland:

- 4 photocopies** of the data page of the **in Switzerland living fiancé/e's passport**
- 4 copies of both sides of a valid residency permit from fiancé/e living in Switzerland** (if the applicant's fiancé/e is not Swiss national)

From the fiancé/e not living in Switzerland:

- Birth Certificate with parents' names** (Туу туралы куәлік / Свидетельство о рождении) issued by the competent authority (If born in another country, please check with the [Embassy of Switzerland in Astana](#) for further information)
- Certificate of capacity to marry** (Некеге құқық қабілеттігі туралы анықтама / Справка о брачной правоспособности), issued within the last three months by the competent authority

If divorced or widowed:

- Divorce Certificate** (Некені бұзу туралы куәлік / Свидетельство о расторжении брака) and **marriage record certificate with mention of the divorce** (Некеге тұру туралы анықтама / Справка о заключении брака). This applies only if no children are born of the union.
or
- Divorce decree absolute** (Ажырасу туралы сот шешімі / Решение суда о разводе) with mentioning the filing date and the date when this divorce came into force and **marriage record certificate with mention of the divorce** (Некеге тұру туралы анықтама / Справка о заключении брака)
or
- Death Certificate of the former spouse** (Қайтыс болу туралы куәлік / Свидетельство о смерти)

The previous mentioned certificates/documents are required in original (unless stated otherwise) and **must be legalized by an Apostille before being translated into a Swiss language.**

- Certificate of residence** issued by the Ministry of Internal Affairs (police department) responsible for the place of residence (Мекенжай анықтамасы (Тұрғылықты тіркелу туралы анықтама) / Адресная справка (Справка о постоянной прописке), issued within the last three months. **This document does not require any legalization but must be translated into a Swiss language.**
- Valid passport in original + 2 copies (pages with personal data and signature)**

Please note that this is not an exhaustive list. If necessary, the applicant may be requested to present additional documents.

Apostille according to The Hague Convention

The apostille can be obtained in Kazakhstan with the following authority:
Ministry of Justice of the Republic of Kazakhstan; 8, Mangilik Yel Avenue; 010000 Astana; Kazakhstan
Email: kanc@adilet.gov.kz; General web site: <http://adilet.gov.kz>
or through an office of the "Government for Citizens" Public Corporation

Translation

The documents, which are not already in a Swiss language (German, French or Italian), require a **translation into German, French or Italian by an official translator. The current name and given name/s must appear on the translation in the same order/spelling as they appear in the international passport. The translation must be then notarized (but no Apostille is required).**

Fees

The basic fee for an application for marriage preparation is set out in the Ordinance on Fees in Civils Status Matters and amount to CHF 305.00 (legalization, verification of documents and transmission of the application) *payable in Kazak Tenge only*. The exact amount to be paid will be communicated on a case-by-case basis, taking into account any extra costs required for additional services. Please note that the costs involved to verify and legalize documents from third countries may, in some cases, be significantly higher and require the payment of an advance of up to CHF 1000.00.

Application for family reunion to the in Switzerland living fiancé/e:

The not in Switzerland living fiancé/e has to submit a visa application for family reunion with the Embassy of Switzerland in Astana if she/he would like to take up residency in Switzerland. Therefore, the following is required:

- 3 applications for a long stay visa (visa D)**, duly filled out in Latin letters, dated and signed by the applicant. Visa application forms can be downloaded here: [D Visa application form \(EN/FR\)](#) / [D Visa application form \(RU/DE\)](#)
- 4 identical recent passport photos** (please consult the requirements on the [webpage](#)), NOT glued to the form, digital files and photocopies will not be accepted.
- Criminal record check** legalized by Apostille and translated into a Swiss language + 1 copy
- Letter of the fiancé/e** that he/she is awaiting his/her spouse and - if applicable - the child/children in Switzerland (in German, French or Italian) + 1 copy.
- Proof of language competency (A1) in the language spoken at the future place of residence in Switzerland or confirmation of enrollment in a language course** that will allow this level to be acquired. The Swiss representations do not conduct language tests. Please consult the [factsheet on proof of language skills](#) (Page 2) and [FAQ](#) for further details.
Fiancé/e of Swiss and EU/EFTA nationals are exempt from the proof of language competency requirement.
- Fees can be found [here](#) and have to be paid in KZT in cash** at the counter (no credit or debit card payment available)

Further information

All documents **must be submitted in person by the applicant living in Kazakhstan** with the Embassy of Switzerland in Astana/Kazakhstan. The application form "Gesuch um Durchführung des Vorbereitungsverfahrens der Eheschliessung oder Ausstellung eines Ehefähigkeitszeugnisses / Demande d'exécution de la procédure préparatoire du mariage ou commande d'un certificat de capacité matrimoniale / Domanda d'apertura della procedura preparatoria del matrimonio o del rilascio di un certificato di capacità matrimoniale can be found on our website : "[Marriage to be performed in Switzerland](#)"

Please note that an **appointment must be arranged well in advance by email** astana@eda.admin.ch for the personal submission of the application for preparation of marriage in Switzerland and the associated application for family reunion.

The certificates/documents for the application for preparation of marriage will be forwarded to [the competent civil registry office](#) for the marriage and the application for family reunion to [the competent migration office](#) in Switzerland after being submitted to the Swiss Embassy in Astana/Kazakhstan.

Please note that it might take up to 3 months until the application for preparation of the marriage has been examined by [the competent civil registry office](#) in Switzerland and the application for family reunion has been approved by [the competent migration office](#). The Embassy is not in a position to inform about the status of an application. The fiancé/e in Switzerland should contact directly the relevant authority in Switzerland.

If you or your fiancé/e are/is not able to present one or more of the above-mentioned certificates/documents, please contact the [Embassy of Switzerland in Astana](#) for further information.