



Marriage to be performed in Switzerland

07.07.2023

Documents to submit in person to your Swiss representation

From the fiancé/e living in Switzerland:

- 2 photocopies** of the data page of the **in Switzerland living fiancé/e's passport**
- 2 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:

- Filled out, dated and signed 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"** (see attachment or available by email astana@eda.admin.ch). Please note that the English/Russian form is only a translation and helps the applicant to fill out the form. The applicant has to fill out the **version in a Swiss language** (German, French or Italian) in Latin letters.
- 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)
- Valid passport in original + 2 copies** (pages with personal data and signature)
- Certificate of residence** issued by the police and migration authority responsible for the place of residence (Мекенжай анықтамасы (Тұрғылықты тіркелу туралы анықтама) / Адресная справка (Справка о постоянной прописке), issued within the last three month
- Certificate of capacity to marry*** (Некеге құқық қабілеттігі туралы анықтама / Справка о брачной правоспособности), issued within the last three month by the competent authority

If divorced or widowed:

- Divorce Certificate*** (Некені бұзу туралы куәлік / Свидетельство о расторжении брака)
Certified copy (with notarial attestation) of the 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
- 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). **Please note that this is not an exhaustive list. If necessary, the applicant may be requested to present additional documents.**

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.**

Apostille according to The Hague Convention

*) The certificates marked in **italic and yellow** must have an apostille according to [The Hague Convention](#). This 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>

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 155.00 *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 \(RU/DE\)](#)
- 2 identical recent passport photos** (please consult the requirements on the [webpage](#)), NOT glued to the form, digital files and photocopies will not be accepted.
- 2 photocopies** of the data page of the **applicant's passport**
- 2 photocopies** of the data page of the **in Switzerland living fiancé/e's passport**
- 2 copies of a valid residency permit of the fiancé/e living in Switzerland** (if the applicant's fiancé/e is not a Swiss national)
- Criminal record check* + 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

The "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" **must be submitted in person by the applicant living in Kazakhstan** with the Embassy of Switzerland in Astana/Kazakhstan together with all the required documents. 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.

After an application for preparation of marriage and family reunification has been submitted to the Swiss Embassy in Astana, the fiancé/e living in Switzerland has to contact [the competent civil registry office](#) and [the competent migration office](#) in Switzerland, as certificates/documents/applications also have to be submitted to these authorities.

Please note that it takes some time 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](#).

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.