



Marriage to be performed in Switzerland

September 2022

Documents to submit in person to your Swiss representation

The civil status offices in Switzerland are responsible for questions regarding marriages.

The Swiss partner living in Switzerland enquires at the civil registry at the civil registry office of his/her place of residence office about the necessary documents and submits his/her documents there.

For the Myanmar partner as well as for the Swiss national living in Myanmar, the process is as follows:

For Swiss citizens living in Myanmar

- Copy of **passport**
- Certificate of residence**, not older than six months
 - For Swiss nationals registered with this Regional Consular Center, a certificate of nationality and registration will be issued by this representation.

For the Myanmar partner

- Copy of the form „Application for preparatory procedure for marriage“ filled in by the partner living in Switzerland**
 - This is required, in case the partner who lives in Switzerland is not present and serves to declare the exact personal data, nationality/place of origin and address of the absent partner, as well as the chosen place of marriage.
- Myanmar passport & National Registration Card (NRC)**
- Birth certificate/Born Alive Certificate** issued by the Township Public Health Department, or the Hospital Medical Record Department with signature of the Township Medical Officer, or the Township Health Officer at the place where you were born
- Household Member List/Family Member List**, issued by the competent court or a Ward Recommendation Letter with your home address, not older than six months, issued by the Ward Administration Officer
- Statutory Declaration on civil status** (“single”, “divorced” or “widow”), not older than six months, issued by the competent court
 - If divorced, additionally a **divorce decree** and **certificate of legal force** of the sentence
 - If widowed, additionally the **death certificate** of the previous spouse
- Certificates regarding changes of first and surnames** in case they were ever changed, issued by the Department of Immigration

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For common children

- New **birth certificate** of the child
- Foreign passport**, if already existing
- Acknowledgement of paternity**, if possible

Translation

All Documents in Myanmar language except the passport must be **translated** into English by a Notary Public recognized by the Ministry of Foreign Affairs of Myanmar.

Legalisation

Only the translations have to be legalized by the Ministry of Foreign Affairs of Myanmar.

Fees

Once all documents and translations were arranged, please provide a scan to the Regional Consular Center Bangkok to the following email address: bangkok.cc@eda.admin.ch

This is required to verify whether all documents are coherent and to calculate an advance for verification of the originals.

For the **verification** of the Myanmar documents and certificates through a lawyer commissioned by the Regional Consular Center, additional costs of **aprox. USD 500.00** will be charged. The exact amount depends on the number of documents and their place of issuance. The amount can be transferred to the account of the Embassy in Bangkok or paid in cash in USD at the Embassy in Yangon.

The documents can either be sent to the Embassy in Bangkok or be handed over to the Embassy in Yangon prior appointment.

Once the documents and certificates have been verified they will be sent to the the Regional Consular Center in Bangkok.

The Myanmar partner then present himself during [counter opening hours \(with prior appointment\)](#) at the Regional Consular Center in Bangkok to fill out the following forms:

- ❖ Application for preparatory procedure for marriage
- ❖ Declaration concerning pre-conditions for entering into marriage.

For this preparation of marriage in Switzerland fees of approx. **CHF 350.00** have to be paid in cash and **THB**. These fees are governed by the Ordinance on the Fees charged by the Federal Department of Foreign Affairs (FeeO FDFA) as well as by the Ordinance on the Fees in civil status affairs (ZStGV).

Further information

Certificates issued once only (e.g. birth certificate) will be returned.

If the Myanmar partner has insufficient knowledge of a Swiss national language or English, an independent interpreter must be organized by the applicant. To fill in the forms, the Myanmar partner must have knowledge of the exact particulars (first name, surname, date and place of birth), nationality/place of origin of the Swiss fiancé.

Myanmar does not distinguish between **first** and **last name**. The national of Myanmar is therefore asked to provide the desired separation of the names for the Swiss Civil Registry on a separate letter.

Civil status offices in Switzerland or the Swiss representation can provide information on the choices of family names after marriage.

The cantonal civil status authorities can request further documents as needed.

Processing time

All submitted documents and certificates will be sent by the Regional Consular Center to the designated civil status office. The processing time can take **up to two months**. The Swiss resp. the fiancé who lives in Switzerland can contact the designated civil status office after this period to know about the status of the process.

After the marriage in Switzerland

Swiss nationals who are registered with the Regional Consular Center are requested to send a **copy of the marriage certificate** to this representation by e-mail, in order to update the Register of the Swiss abroad.

Changes in civil status which have taken place abroad are generally to be reported to the countries of origin of the partners. **After the marriage, please contact the representation of Myanmar in Switzerland to register the marriage in Myanmar.**

Visa request for Myanmar nationals

Myanmar nationals need a visa to travel to Switzerland or to take up residency. In the event of an intended relocation to Switzerland, the visa application should be submitted on the same day at the counters of the Visa Department of the Regional Consular Center. For detailed information, please consult this representation's [website](#) and/or contact the Visa Department at the following e-mail address: bangkok.visa@eda.admin.ch.