



Ref.: 123.11 BFT
Baku, July 2020

Preparation for marriage and taking residence in Switzerland

You intend to get married in Switzerland. This document contains information about the required documents to be presented, the formalities to be followed, and information about the entry requirements (family reunification) for Switzerland.

The civil registry office in Switzerland (and not the embassy) is responsible for marriages.

Persons living in Switzerland must submit their application for marriage preparation at the civil status office of their place of domicile. Fiancés who are living abroad must submit their application at the competent Swiss representation.

A) Necessary Documents

The following documents – in original – must be submitted by the foreign partner living in Azerbaijan:

- birth certificate (Doğum haqqında şəhadətnamənin) with indication of the parents*
- certificate of residence*
- certificate of civil status confirmation* (single, divorced or widowed)
- if divorced: in addition divorce decree*
- if widowed: in addition death certificate of the deceased spouse*
- valid international travel document (to be returned)
- copy of the international travel document (passport/ID card) of the person living in Switzerland
- copy of the Swiss residence permit of the person living in Switzerland

** These documents (not older than 6 months) must be translated into the relevant official Swiss language, sealed by a Notary Office. **The Apostille is requested on all Azerbaijanian civil status documents and in addition on all official translations.***

At the Embassy, you must personally fill out the application for marriage preparation and the declaration concerning pre-conditions for entering into marriage. At the same time, the documents mentioned above must be submitted. For this purpose, please make an appointment in advance.

B) Transmission of the documents to Switzerland

Once the relevant documents and declarations have been submitted, they are verified by the Embassy and forwarded to the relevant civil registry office in Switzerland. The civil registry office is responsible for the decision on whether to allow the marriage to proceed.

C) Residence in Switzerland of the partner residing in Azerbaijan

If the foreign partner wishes to take residence in Switzerland after marriage, he/she must submit a visa application to the Swiss Embassy in Baku at the same time as submitting the civil status files. The visa application form (in triplicate) can be obtained free of charge at the counter of the visa section or downloaded from our [website](#).

The additional documents to be submitted for the national visa D can also be found on our [webpage](#).

The decision regarding entry permissions is in the sole responsibility of the competent cantonal migration office and takes about 3 months. **The decision must be awaited abroad and prior entry into Switzerland is not permitted.**

D) Fees

For the application for preparation of the marriage, the legalization of signatures, the verification and transmission of the files to Switzerland and the visa application, fees of approximately AZN 480.00 (depending on the current exchange rate and number of documents) have to be paid in cash at the counter. Please do ask for your receipt after payment.

Additional information can be found on the website of the [Federal Office for Civil Status](#) or at any civil registry office in Switzerland.

The staff of the Swiss Embassy in Baku will be happy to answer your questions.