



Request for a certificate of legal capacity to marry (Marriage Preparation in the Philippines) and Registration of marriage

All foreign nationals need a certificate of legal capacity to marry in order to contract marriage in the Philippines.

For all questions regarding marriage in the Philippines, please contact the municipality where the marriage will take place. Information about the requirements may be obtained from the local civil registry in charge of the marriage.

Important: as of 14 May 2019 an apostille is required on all Philippine civil status, court documents and affidavits for use by Swiss authorities. The apostille can be obtained from the Department of Foreign Affairs (DFA).

1. Preparation of documents

The following documents must be submitted in **original** with one photocopy:

From both applicants:

Valid passports

The partner residing in Switzerland should send a clear copy of the passport to the partner in the Philippines.

Certificate of residence, not older than six months

This document can be requested from the civil or municipal authority of the place of residence. For the Filipino partner, this document is called “cedula” or Community Tax Certificate.

Certificate of civil status, not older than six months

For Swiss national, this may be ordered from the civil office of the place of origin.

For Foreign nationals, the document may be obtained from the home country. For Philippine nationals, any of the following must be submitted, whichever is applicable:

Single:

- Certificate of no marriage “CENOMAR”** issued by the PSA and with Apostille from the DFA

Widowed:

- Certificate of Advisory on Marriages “CEMAR”** issued by the PSA with Apostille from the DFA
- Death Certificate** of former spouse, issued by the Philippine Statistics Authority (PSA) and with Apostille from the Department of Foreign Affairs (DFA)

Divorced/annulled marriage:

- Certificate of Advisory on Marriages “CEMAR”** issued by the PSA with Apostille from the DFA
- Annotated Marriage Certificate** issued by the PSA, with Apostille from the DFA
- Certified true copy of Court Decision/Order/Decree** and **Certificate of Finality** of the annulment/recognition of foreign divorce of marriage, with Apostille from the DFA and translated into any Swiss Language (German, French or Italian)

From the Philippine partner:

- Birth Certificate*** issued by the PSA and with Apostille from the DFA, not older than six months

	<p><i>*If birth was registered late (more than 30 days after the date of birth) submit the following additional documents and provide address and phone number of the issuing authorities:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Birth Certificate issued by the Local Civil Registrar's Office, with Apostille from the DFA, not older than six months <input type="checkbox"/> Original Certificate of Baptism <input type="checkbox"/> Original Grade Card, Transcript of Record or other school certificates
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<p>2. Appointment and Submission of documents</p>	<p>Appointment: Please contact the Embassy to schedule an appointment.</p> <p>Personal appearance: The partner residing in the Philippines is required to submit the documents personally at the Embassy.</p> <p>The partner residing in Switzerland or abroad has to organize the needed documents to get married and sign the forms personally in Switzerland or at the Swiss representation of the country of residence.</p> <p>Swiss Nationals who are registered at the Embassy are requested to appear personally and lodge their request for preparation for marriage, and can start the application with their passport only.</p> <p>The clients are advised to prepare one photocopy of their documents for their personal file. Some forms will be handed out on the day of appointment and signed in the presence of a consular officer.</p> <p>Fees: An advance payment of PHP 35'000 in cash is required upon submission of the documents. The Embassy reserves the right to ask for an additional advance payment if needed for verification. Any remaining balance will be returned to the applicant upon completion of the procedure. If the advance payment cannot cover the additional fees charged by the Swiss authority, the Embassy shall require an additional payment from the applicant.</p> <p>Processing time: 4-6 months provided that the documents are complete and found to be in order</p>
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<p>3. Certificate of Legal Capacity</p>	<p>The competent authority in Switzerland (either the commune of origin or the commune of residence) will issue the certificate of legal capacity and send it directly to the Embassy to be forwarded to the applicant.</p> <p>NOTE: The Certificate of Legal Capacity to Marry is valid for only six months from the date of issuance.</p>
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Registration of marriage

<p>4. Registration of marriage</p>	<p>To register a marriage, the following documents must be submitted:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Original Marriage Certificate issued by the PSA, with apostille from the DFA, not older than six months <input type="checkbox"/> Copy of passport of Filipino spouse (under married name) <p>There is no fee for registration in question.</p> <p>Personal appearance is not required. You may send the documents to the Embassy via courier such as LBC.</p> <p>Processing time: At least 3-4 months, depending on the competent authority in Switzerland</p>
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IMPORTANT INFORMATION

- Please note that incomplete documents will not be accepted.
- List of translators can be found on our official webpage:
<https://www.eda.admin.ch/countries/philippines/en/home/services/uebersetzer.html>
- A marriage may be contracted without a certificate of legal capacity under the following conditions:
 - **Article 34 of the Family Code of the Philippines**
 - **Foreign nationals who have Swiss-Filipino nationality (dual citizenship)**
 - **Marriage abroad**
- For marriage contracted abroad, the certificate should be duly issued by the competent authority. An apostille may be required upon submission of the marriage certificate. For more information, please contact the Embassy.
- Swiss nationals, as well as foreigners who have a relationship with a Swiss citizen, are obliged under family law to report events affecting their civil status to the Swiss representation responsible for their place of residence abroad.
- **The Embassy may require further verification through an external service provider, ask for additional documents and fees, if deemed necessary.**

Contact

Mailing Address: Embassy of Switzerland
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1226 Makati City

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Replaces all previous information