



## Marriage to be performed in Switzerland: Information for residents in Samoa

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14.04.2022

If you would like to get married in Switzerland, you will need to go through a marriage preparation process.

The fiancées have to contact the competent civil registry office in the city where they would like to solemnise their marriage. Please contact the officer directly and well in advance in order to obtain information regarding the requirements, dates, fees, witnesses and translation of civil status documents.

If you are living in the Consular jurisdiction of this Embassy, it is mandatory that you present yourself in person at the Embassy of Switzerland in Wellington to submit your documents. Please contact the Embassy in order to make an appointment.

If one of the fiancés/partners is living in Switzerland, he or she will have to sign these documents at the civil Registry office there. The civil registry office in Switzerland in the town or city where the marriage will take place is solely responsible for specifying and processing the required documents. It may require some additional documents not mentioned below. The arrangements to schedule the date must be done directly with that office. Please note that English is not one of the official Swiss languages (German, French and Italian). The procedures may also vary from one Canton (State) to another.

### Documents to submit in person to your Swiss representation

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#### **For the Swiss citizen:**

- Two copies of the Swiss passport or identity card** (original must be presented if residing in Samoa), and if applicable residence permit in Samoa.
- If resident in Samoa: “Certificate of nationality and registration” issued by this Embassy**
- If resident in Switzerland:** address in Switzerland and if available a copy of the Certificate of Civil Status for Swiss Nationals (“Personenstandsausweis / Certificat individuel d’état civil / Certificato individuale di stato civile”)

**See next page for further information**

### **For the non-Swiss citizen:**

- Birth certificate with Apostille**
  - showing the full name of the parents
  - issued within the last 6 months. If the document is older, a new document must be ordered
  - legalised with an Apostille
  - photocopies, scans or certified copies will not be accepted
  - will not be returned to you
  
- Two copies of the passport**
  
- Proof of residency: A statutory Declaration/Affidavit with Apostille**
  - sworn before a Notary Public
  - stating the following:
    - detailed physical address(es) of the last 6 months
    - Nationalities
    - Confirmation of the marital statusIf single (= never been married or in a registered partnership before): please mention “never been married or in registered partnership before”
  - original not older than 6 months
  - legalised with an Apostille
  - photocopies, scans or certified copies will not be accepted
  - will not be returned to you
  
- If divorced: Divorce order from Samoa with Apostille**
  - Original order dissolving marriage/civil union or an original certified copy, issued within the last 6 months by the Court which granted the order (will not be returned to you)
  - legalised with an Apostille
  - with mention of date order made and date order sealed
  - photocopies, scans or certified copies will not be accepted
  
- If widowed: Samoa Death certificate of previous spouse with Apostille**
  - issued within the last 6 months. If the document is older, a new document must be ordered
  - legalised with an Apostille
  - photocopies, scans or certified copies will not be accepted
  - will not be returned to you
  
- If both fiancés/partners are non-Swiss citizen: “Certificate of No Impediment to Marriage / Civil Union” with Apostille.**
  - issued within the last 6 months
  - legalised with an Apostille
  - photocopies, scans or certified copies will not be accepted
  - will not be returned to you
  
- If applicable: Copy of the birth certificate and of the passport of the child / the children**
  
- If any document has not been issued by the Samoa authorities, please contact this representation.** We will then inform you about the criteria required for the non-Samoa documents. Additional documents and/or an advance payment may be required for the verification process, which can take several months.

### **Fees**

The fees for this preparatory procedure vary. The exact amount will be communicated by the Embassy at time of the submission of the documents.

**See next page for further information**

## Visa

If you do need a visa ([Do I need a national visa?](#)), you have to submit your application at this Embassy. The procedure to obtain a visa or authorization is separate from the marriage preparation process. Please submit the documents indicated on the factsheet "[Requirements for a Family Reunification Visa](#)".

## Appointment

To schedule an appointment, send an e-mail with a scanned copy of all the documents (in one PDF file) for perusal to: [wellington@eda.admin.ch](mailto:wellington@eda.admin.ch).

Please indicate as well where the marriage will be performed in Switzerland (place of the registry office).

The appointment will take place at this Embassy:

Embassy of Switzerland  
Level 12, 10 Customhouse Quay  
Wellington 6011  
New Zealand

## Further information

### Where to obtain the documents?

Samoa Bureau of Statistics (SBS)  
Births, Deaths and Marriages Registration Division  
Level 1, Government Building (MFMII)  
PO Box 1151  
Apia  
Samoa  
Website: [www.sbs.gov.ws](http://www.sbs.gov.ws)  
Email: [info.stats@sbs.gov.ws](mailto:info.stats@sbs.gov.ws)  
Phone: (685) 24 384  
Fax: (685) 24 675

### Where to obtain the Apostille?

Ministry of Foreign Affairs and Trade  
PO Box L1859  
Apia  
Samoa  
Website: [www.govt.ws](http://www.govt.ws)  
Email: [mfa@mfat.gov.ws](mailto:mfa@mfat.gov.ws)  
Phone: +685 21 171 / +685 25 313

Upon receipt of the relevant documents, the Embassy will translate and legalise the documents and forward them with your request to have a marriage performed in Switzerland, to the appropriate authority in Switzerland. The procedure can take several months.

The civil registrar authorities in Switzerland may request additional documents / information.