



Required Documents from the Nepali bride or bridegroom for getting married in Switzerland

If you intend to get married in Switzerland, please submit personally your civil status documents, together with some additional documents at the Embassy: **(Do not laminate the documents)**

Documents to be provided:

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| I. Birth Certificate | VI. Police Report (if residence will be taken up in Switzerland) eventually, if applicable: |
| II. Unmarried Certificate | I. If divorced, official divorce decree issued by the court and full particulars of ex-spouse |
| III. Citizenship Certificate "Nagarita" | II. If widowed, official death certificate of husband/wife |
| IV. Certificate of residence | |
| V. Confirmation of maiden name of the mother | |

Please note that all documents should have been issued within the last six months. The original Nepalese civil registry documents have to be legalized by the Consular Section of the Ministry of Foreign Affairs. Please follow the steps accordingly:

- 1) The documents have to be issued and verified from the Municipality/CDO/Local registrar.
- 2) The documents have to be legalized by the Ministry of Foreign Affairs. The Ministry affixes a stamp with the following wording: **"Seen and attested by the Ministry of Foreign Affairs, Department of Consular Services, Kathmandu, Nepal."**

Once the civil status documents have been attested by the foreign ministry and translated by an authorised Notary Public, in case they have not been issued in English language, the applicant has to contact the lawyer of confidence of the Embassy (address available at the Embassy). He will issue an Affidavit, summarising the personal information mentioned in the submitted civil status documents. For the Affidavit the lawyer will charge you with a fee which is between NPR 15,000 to NPR 20'000 as per the work and time involved.

When submitting the legalized civil status documents to the Swiss Embassy in Nepal, the forms 34A and 35 have to be completed at the Embassy. Kindly be aware that Form 35 has to be signed in front of the Embassy staff at the Embassy counter. The costs for processing these forms are equivalent in NPR to CHF 150. As the forms are in a Swiss language, it is necessary that somebody with knowledge of a Swiss language, accompanies the bride or the groom to the Embassy, in case they have themselves not sufficient knowledge of a Swiss language.

The Affidavit and the documents have to be submitted at the Embassy and will be forwarded by the Embassy to the competent Cantonal authorities in Switzerland. Usually the Embassy suggests to the competent authorities in Switzerland to have verified the documents in Nepal. Such a verification will cost between CHF 400 and CHF 900, depending on the quality of the submitted documents and the location of the municipality where the documents have been issued. In case the authorities in Switzerland agree with the verification, they will ask the bride or the groom in Switzerland for an advance of the expected costs for the verification. The documents will be returned to the Embassy for the verification. In case the bride or the groom in Nepal would wish to speed up the process, he or she could voluntarily agree to a document verification done prior to sending the documents to Switzerland. In this case, the fee for the verification has to be paid in the Embassy in NPR.

If you plan to live in Switzerland, your future husband, respectively your future wife, has to apply for an entry-visa. Kindly submit the following documents for the visa application to the Embassy:

- 1) Visa application form, type "D" filled in triplicate.
- 2) Four Passport Photographs
- 3) Photocopy of the passport & citizenship certificate
- 4) Proof of language competency (A1) of the language spoken at the future place of residence in Switzerland

Once the verified forms have reached Switzerland, it may take 2-3 months until the decision is available. Once the Embassy gets the permission, the visa for Switzerland will be issued within 4 working days.

Usually, the **name after the marriage** has to be declared to a Swiss authority before the marriage takes place in Switzerland, for both partners. Therefore, it is recommended to inquire about the process with the Civil Registrar's office in Switzerland, at the location where the marriage is planned to take place.

Please note that this is not an exhaustive list, if necessary you may be requested to bring additional documents.