



Marriage to be performed in Switzerland

August 2024

Requirements for the applicant's visa application and appointment at the Embassy

- Ethiopian, Djiboutian or South Sudanese nationality
- For any other nationality: **Valid Ethiopian Residence Permit**
 - If you do not have a valid Ethiopian residence permit, you must first contact the Ethiopian migration authorities to regularise your stay in the country.

Documents to be submitted in person to the Swiss Embassy in Ethiopia

For Swiss citizens or citizens in Switzerland with a valid residence permit:

- Copy of the valid **Passport** (or **Identity card for Swiss citizens only**)
- Copy of the **Residence confirmation, issued from the current city council in Switzerland**, not older than 6 months (*for Swiss citizens registered in the registry of Swiss citizens living abroad, the competent Swiss representation can issue the certificate*)
- Copy of the **Certificate of civil status**, not older than 6 months (*document can be ordered at the civil status office or the place of origin in Switzerland*)

For Ethiopian citizens or other citizens with a valid Ethiopian residence permit:

- Original and copy of the birth certificate*** (hospital / baptism certificates are not accepted)
- Original and copy of the current civil status record**, depending on your situation:
 - a) If single: **Non-marital certificate** or **non-impediment attestation**, not older than 6 months confirming the current civil status
 - b) If divorced: **Divorce certificate(s)*** and its **Court decision(s)** (issued by the competent court) of former marriage(s)
 - c) If widowed: **Death certificate*** of deceased spouse/partner and its (former) **Marriage certificate(s)***
- Original and copy of the valid Resident ID card**, confirming the residence
- Original and copy of the valid Passport** (if not available, the **original and copy of the valid Emergency Travel Document (ETD)** issued by the Ethiopian migration authorities)
- Copy of the form “*Application for preparatory procedure for marriage*”** duly dated and signed by the fiancé(e) living in Switzerland (form can be found on our [website](#)).
- Original and copy of the Criminal record “Certificate of Good Conduct”** from the Federal Police Crime Investigation office, not older than 6 months
- Original and copy of the Declaration form concerning voluntary verification** of foreign civil status documents, duly dated and signed (form can be found on our [website](#)).
- A simple letter with **both fiancés' valid home addresses, email addresses and telephone numbers**, so that the embassy can contact them at any time.

Please note: Certain documents may no longer be required if the person is already registered in the Swiss civil status register. You will be informed on the day of your appointment about this.

For any joint children who have NOT yet been registered in the Swiss civil register:

- Original and copy of the(ir) Birth certificate(s)*** (hospital or baptism certificates are not accepted), with names of the parents
- Original and copy of the Acknowledgement of paternity** (issued by the competent court)
- Original and copy of the Adoption Contract**
- Original and copy of the(ir) valid Passport**, if already existing

For any joint children who are ALREADY registered in the Swiss civil register:

- Copy of the Certificate of civil status**, not older than 6 months (*document can be ordered at the civil status office or the place of origin in Switzerland*), mentioning the registered children
- Copy of the(ir) valid Passport**, if already existing

***All civil status documents have to be issued by the respective
Vital Events Registration Agency (VERA)**

Original civil status certificates, which are only issued once (e.g. birth certificates) will be returned after having been verified.

Fake civil status certificates are reported to the appropriate authority

Translation

All documents written in Amharic, Oromia or Tigrinya need to be translated into German, French, Italian or English by one of the Embassy's officially recognized translation offices (see "*Legal practitioners used by the representation*" on our [website](#)).

Make sure that the information on your documents is correct. Names in Amharic, Oromia, Tigrinya and English must be written in the same way on all documents, including passports.

Legalization

All foreign civil status documents and court decisions must be legalised before being submitted to the Swiss representation:

**Ethiopian Ministry of Foreign Affairs
Addis Ababa**

Thorough verification of genuine and fraudulent certificates

As a general rule, foreign civil status documents to be submitted must undergo a thorough verification of their authenticity, which may take several months, by an authorised law firm/organisation selected by the Embassy. For this purpose, please submit the following to the Swiss representation

Additional documents and fees may be required, depending on the conclusions or the requirements of the authorities concerned in Switzerland.

Fake civil status certificates are reported to the appropriate authority

Interpreter

On the day of your appointment, you will be given the following form to fill in at the counter in one of the official Swiss languages (German, French or Italian only):

- Declaration concerning pre-conditions for entering into marriage (0.35)

A template in English and Amharic will be available on the day of the interview to assist with the translation. If the applicant's level of proficiency in either of these languages is insufficient, the applicant will be asked to bring a translator from one of our approved translation agencies (see "*List of Translation Offices*" on our [website](#)). The translator must provide proof of identity in the form of a valid, translated national identity card and/or passport.

Fees

All marriage preparation fees are listed on our [website](#) and are **payable in cash** at the ETB at the time of submission.

The following fees are due at the time the application is submitted and is not refundable. If you withdraw the application or it is rejected the fee will not be reimbursed.

Further information

Ethiopian nationals require a visa to enter or reside in Switzerland. If you intend to move to Switzerland, the visa application should be submitted on the same day at the counters of the Swiss Embassy in Addis Ababa. Detailed information can be found on the Embassy's [website](#).

Changes in civil status that take place abroad must generally be notified to the partners' country of origin.

After the marriage in Switzerland, please contact the **Embassy of Ethiopia in Switzerland** to register the marriage in Ethiopia.

If you **meet all the requirements and are in possession of all the above-mentioned documentation**, please contact the Embassy of Switzerland in Addis Ababa at the following e-mail address to arrange an appointment:

E-Mail: addisababa@eda.admin.ch

Subject: Request for an appointment for Preparation of Marriage

The Embassy of Switzerland will only accept complete applications in the order above.

Applicants must submit **all required documents at the time of application**. Incomplete applications will **NOT** be accepted and will have to be rescheduled according to availability.

Before travelling to the Embassy, **it is your responsibility to ensure that you are in possession of all the required documents**.