



## After your marriage performed in the Republic of Korea without the Swiss certificate of capacity to marry: entry in the Swiss civil status register

March 2024

### Documents to submit

After getting married in the Republic of Korea, the marriage needs to be registered in the Swiss civil status register (Infostar). In order to register the marriage, the following documents have to be submitted to the Embassy.

Submission of documents is possible with appointment or by post. Please contact the consular section of the Embassy by e-mail [seoul.chancery@eda.admin.ch](mailto:seoul.chancery@eda.admin.ch) or by phone.

### Swiss and Korean nationality

- ☐ Valid passport in original
- ☐ 'Marriage Relation Certificate, detailed' (혼인관계증명서-상세) with Apostille\* + copy
- ☐ Certificate of residence: The Embassy of Switzerland in Seoul will issue a certificate of nationality and registration. The fee for the certificate is CHF 40.00 and has to be paid in cash in the local currency KRW.
- ☐ [Questionnaire for Marriage Registration](#): filled out and signed

### Korean spouse

- ☐ Valid passport in original (please make sure that your passport is signed)

#### 1) Birth Certificate

- ☐ Identification Certificate, detailed 'Gibon Jungmyungseo-sangsae (기본증명서-상세)' with Apostille\* + copy
- ☐ Family Relation Certificate, detailed 'Gajokgwangye Jungmyungseo-sangsae (가족관계증명서-상세)' with Apostille\* + copy

**Note:** Since December 2019, the Korean authority is issuing "English Language Certificate of Family Relation" (영문 가족관계증명서). This document is not accepted as it does not contain full information from the Korean version.

#### 2) Proof of your civil status

- ☐ Marriage Relation Certificate, detailed 'Honingwangye Jungmyungseo-sangsae (혼인관계증명서-상세)' with Apostille\* + copy

#### 3) Proof of residence

- ☐ Registration Certificate 'Jumindeungnok Deungbon (주민등록등본)' with Apostille\* + copy  
: only if you are residing in Korea; otherwise registration certificate of the residing country.

The original documents are submitted to the civil status authority concerned in Switzerland and **must not be older than three months. They will not be returned.** Photocopies are not accepted. Additional documents may be required if necessary.

### Translation

77 Songwol-gil  
Jongno-gu  
Seoul 03165

Phone: 0082 2 739 95 11, Fax: 0082 2 737 93 92  
[seoul@eda.admin.ch](mailto:seoul@eda.admin.ch), [www.eda.admin.ch/seoul](http://www.eda.admin.ch/seoul)

Korean civil documents will be translated by the Embassy of Switzerland in Seoul.

## Apostille

To obtain 'Apostille' on Korean civil status documents, please contact the following office

### **Service and Support center for Overseas Koreans**

Twin Tree A bldg, 15fl.

6 Yulgok-ro, Jongno-gu, Seoul 03142

Tel. +82 2 6747 0404

<http://www.oka.go.kr/oka/services/info/apostille/>

How to get Apostille: <http://www.oka.go.kr/oka/services/info/apostille/>

or **E-Apostille**: <https://www.apostille.go.kr/gb/app/applIndex.do>

## Fees

Entry of the marriage in the Swiss civil status register is free of charge.

## Further information

- ☐ It will take at least two months until the marriage is registered in Switzerland. After registration, the competent civil status office of your place of origin can provide information on the status of the registration and issue certificates (e.g. family certificate) upon request.
- ☐ For more detailed information regarding taking up residence in Switzerland (Family Reunion Visa), please refer to the [visa website](#) of the Embassy of Switzerland in Seoul.

77 Songwol-gil  
Jongno-gu  
Seoul 03165

Phone: 0082 2 739 95 11, Fax: 0082 2 737 93 92  
[seoul@eda.admin.ch](mailto:seoul@eda.admin.ch), [www.eda.admin.ch/seoul](http://www.eda.admin.ch/seoul)