



Required Documents for a Marriage in Nepal and its registration in Switzerland

*If you got married in Nepal and need to register your marriage in Switzerland, please submit your civil status documents, together with some additional documents personally at the Embassy: **(Do not laminate the documents)***

Usually, the **name after the marriage** has to be declared to a Swiss authority before the marriage takes place in Nepal, for both partners. Therefore, it is recommended to inquire with the Embassy of Switzerland in Nepal or the Civil Registrars office of your place of residence in Switzerland before you get married in Nepal.

Civil Status Documents:

- I. Marriage Certificate
- II. Certificate of birth
- III. Unmarried Certificate
- IV. National citizenship copy
- V. Certificate of residence
- VI. Confirmation of maiden name of the mother

other Documents:

- I. Police Report
- II. If divorced, official divorce decree issued by the court and full particulars of ex-spouse
- III. If widowed, official death certificate of husband/wife

The original civil Status documents have to be verified and 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 Village Development Committee (VDC) or from the Municipality Committee.
- 2) The District Development Committee (DDC) will verify the content, legalize and sign it.
- 3) Only after the above mentioned verification, the Ministry of Foreign Affairs is able to verify and legalize the documents. It affixes a stamp with the following wording:

“Seen and attested by the Ministry of Foreign Affairs, Department of Consular Services, Kathmandu, Nepal.”
(See copy of stamp on Page 2)

All documents have then to be translated into English by an authorised Notary Public. (Please note that with effect from July 16, 2012, The Law Books Management Board has ceased to translate any document)

After the civil registry documents have been attested by the foreign ministry and translated by an authorised Notary Public, the lawyer of confidence of the Embassy (address available at the Embassy) will issue an Affidavit summarising your personal information as per the submitted documents. For the Affidavit the lawyer will charge you with a fee.

Furthermore the Embassy needs the Personal Data of your Swiss Spouse (Full Name, d.o.b, marital status, Place of Origin, home address) and a Passport Copy.

The Affidavit and the documents have to be submitted at the Embassy. Once the Documents are verified by the Embassy they will be forwarded to Switzerland for registration. **Please be aware that all documents should have been issued within previous six months.**

If you plan to live in Switzerland, the Spouse has to apply for an entry-visa. Kindly submit the following documents to the Embassy:

- 1) Three Visa application forms (Visa D, long-term)
- 2) Four Passport Photographs
- 3) photocopy of the passport & citizenship certificate

The application forms will be sent to the Switzerland for decision. 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. **Please note that this is not an exhaustive list, if necessary you may be requested to bring additional documents.**