



## Marriage with a Lao partner to be performed in Switzerland

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November 2022

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

The civil registry offices in Switzerland are responsible for questions relating to a marriage. The partner residing in Switzerland should therefore obtain information about the planned procedure from the civil registry office of the expected place of marriage.

For Laotian partners as well as for Swiss citizens residing in Laos, the procedure for marriage preparation is as follows:

#### **For Swiss citizens living in Laos**

- Passport**
- Certificate of civil status**, not older than six months
  - The document may be ordered from the civil status office at the place of origin
- Certificate of residence**, not older than six months
  - The confirmation is issued by the regional consular centre for Swiss nationals abroad who are registered with the regional consular centre.

#### **For the Lao partner**

- Lao passport
- Birth certificate or confirmation of birth (not older than 6 months) with parents' first and family names.
  - available from the village head or district office
- Residence certificate (not older than 6 months) or family book
  - available from the village head
- Certificate of civil status (not older than 6 months) with clear statement of marital status "single", "divorced" or "widowed"; available from the village headman
  - if divorced: additionally the extract from the divorce register
  - if widowed: additionally the death certificate of the deceased spouse
- Documents on name or first name changes if applicable

#### **For common children**

- Lao passport
- Birth certificate or new birth certificate with parents' first and last names

The original Lao certificates and documents must be submitted in person at the Regional Consular Centre. The presentation must take place during the [opening hours](#) of the counter (with an [appointment](#)). Documents which are issued only once (e.g. birth certificate) will be returned immediately.

Embassy of Switzerland  
35 North Wireless Road, (Thanon Witthayu)  
Bangkok 10330

G.P.O. Box 821, Bangkok 10501

Telefon: 02 674 6900; Fax: 02 674 6901  
[bangkok.cc@eda.admin.ch](mailto:bangkok.cc@eda.admin.ch)  
[www.eda.admin.ch/bangkok](http://www.eda.admin.ch/bangkok)

## Translation & Legalisation

**All documents written in Lao** must be **translated** into English, French or German by a translation agency approved by the Lao Ministry of Foreign Affairs. Only documents that are already completely bilingual (Lao/English) do not require translation. All Lao documents and their translations must be **certified by the Ministry of Foreign Affairs of Laos** before submission to the Regional Consular Centre in Bangkok.

The contact details of the Lao Ministry of Foreign Affairs and information on the legalisation procedure can be found at the following link: [www.mofa.gov.la](http://www.mofa.gov.la)

## Fees

**Fees:** The costs incurred are according to the Ordinance on Fees of the Federal Department of Foreign Affairs (FeeO-FDFA) and the Ordinance on Fees in Civil Status (ZStGV). The fees amount to **approximately CHF 305.00** and are to be paid in **Thai Baht (THB)** at the counter.

After verification of the documents submitted, the following forms will be handed out:

- **Application for preparation of marriage**
- **Declaration concerning the requirements for marriage**

## Further information

The partner resident in Switzerland must submit his or her application for preparation of the marriage in person to the civil registry office responsible for his or her place of residence in Switzerland. Swiss citizens living abroad should contact the representation responsible for their place of residence.

The civil registry offices in Switzerland or the Swiss representation will provide information on the use of the **name after marriage** prior to the marriage.

The cantonal supervisory authorities may request additional documents

### Processing time

A period of at least two months must be expected before the marriage can be concluded. The Swiss or the partner resident in Switzerland is requested to contact the civil registry office concerned directly after this period.

### After the marriage in Switzerland

Swiss citizens registered with this Regional Consular Centre are requested to send a **copy of the marriage certificate** by e-mail in order to update the Swiss Abroad Register.

Changes in civil status that have taken place abroad must generally be reported to the partners' home countries. **After the marriage, please contact the Laotian representation in Switzerland immediately to register the marriage in Laos, if this is possible.**

### Visa request for Lao nationals

Lao citizens require a visa to enter or reside in Switzerland. In case of intended residence in Switzerland, the visa application should be submitted the same day at the visa section counter of the Regional Consular Centre. For detailed information, please consult the [website](#) of this embassy or contact the Visa Section: [bangkok.visa@eda.admin.ch](mailto:bangkok.visa@eda.admin.ch) .