



Marriage to be performed in Switzerland

September 2022

Documents to submit in person to your Swiss representation

The civil status offices in Switzerland are responsible for questions regarding marriages. The partner living in Switzerland should therefore contact the civil status office responsible for the place of marriage for information about the process.

For the Thai partner as well as for the Swiss national living in Thailand, the process is as follows:

The Swiss partner living in Switzerland enquires at the civil registry at the civil registry office of his/her place of residence office about the necessary documents and submits his/her documents there.

For Swiss citizens living in Thailand

- Copy of **passport**
- Civil status certificate**, 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
 - For Swiss nationals registered with this Regional Consular Center, a certificate of nationality and registration will be issued by this representation.

For the Thai partner

- Copy of the form „Application for preparatory procedure for marriage“ filled in by the partner living in Switzerland**
 - This is required, in case the partner who lives in Switzerland is not present and serves to declare the exact personal data, nationality/place of origin and address of the absent partner, as well as the chosen place of marriage.
- Thai passport**
- Birth certificate** (Tho. Ro. 1 or Tho. Ro. 19)
 - If the family names of the parents are not mentioned, they must be stated in the civil status certificate
 - A birth confirmation certificate (Tho. Ro. 20/1) can be presented if neither Tho. Ro. 1 nor Tho. Ro. 19 can be obtained.
- House register** (Tabian Ban) or certified extract of the inhabitants register (Tho. Ro. 14/1) for the past six months
- Civil status certificate**, not older than six months
 - If the civil status “single”, “divorced” or “widow” is not clearly stated on the certificate, an **Investigation report by the Central Registry Office** is also required (Central Registry Office, Thanon Nakhon Sawan, Khet Dusit, Bangkok 10300, phone: 02 356 96 58).
 - If divorced, additionally an **extract of the divorce register** (*Kho. Ro. 6*)
 - If widowed, additionally the **death certificate** (*Kho. Ro. 5*) of the previous spouse

35 North Wireless Road (Thanon Witthayu Nuea)
Lumphini, Pathum Wan
Bangkok 10330

G.P.O. Box 821, Bangkok 10501

Telefon: +66 2 674 6900, Fax: +66 2 674 6901

bangkok@eda.admin.ch

www.eda.admin.ch/bangkok

- Certificates regarding changes of first and surnames** (Cho 2 / Cho 3 / Cho 5) in case they were ever changed

For common children

- Birth certificate** (Tho. Ro. 1 or Tho. Ro. 19) of the child
- Foreign passport**, if already existing
- Extract of the register of acknowledgments** (Kho. Ro. 11) issued by the responsible Thai authority (Amphoe) at the child's place of residence.

The Thai documents and certificates must be submitted as originals and in person during [counter opening hours](#) (with prior [appointment](#)). Certificates issued once only (e.g. birth certificate) will be returned immediately.

Translation

Documents in Thai must be translated into German, French, Italian or English. A list of possible translation agencies can be found on the following website:

<https://www.eda.admin.ch/countries/thailand/en/home/services/translations.html>

The office of Central Registry issues certificates in English (with a few exceptions). In this case, no additional translation is necessary. These documents however need also to be legalized by the Ministry of Foreign Affairs.

Legalisation

All Thai documents and certificates must be legalized by the Ministry of Foreign Affairs of Thailand. Certified true copies issued by the Ministry of Foreign Affairs of Birth certificates, House register (Tabian Ban) and possible Name change certificates can also be accepted. Passports and Identity cards do not need any legalization.

The contact details of the Ministry of Foreign Affairs in Thailand and information on legalization procedures can be found under the following link:

<http://www.consular.go.th/main/th/services/6441/87789-สถานที่รับรองเอกสาร.html>

Some documents are issued by the central registry office in English. In this case no further translation is necessary. However, the legalization by the Ministry of Foreign Affairs is also required.

Fees

Fees of **approx. CHF 350.00** have to be paid **in THB** when submitting the documents. These fees are based on the Ordinance on the Fees by the Federal Department of Foreign Affairs (FeeO FDFA) as well as by the Ordinance on the Fees in civil status affairs (ZStGV). A detailed invoice will be issued.

The following **forms** have to be completed during the personal visit:

- Application for preparatory procedure for marriage
- Declaration concerning pre-conditions for entering into marriage.

Further information

The Swiss fiancé must submit his application in person at the civil status office responsible for his place of residence in Switzerland. Swiss abroad who live neither in Switzerland nor in Thailand must contact the Swiss representation at their place of residence abroad.

Civil status offices in Switzerland or the Swiss representation can provide information on the choices of family names after marriage.

The cantonal civil status authorities can request further documents as needed.

Processing time

All submitted documents and certificates will be sent by the Regional Consular Center to the designated civil status office. The processing time can take **up to two months**. The Swiss resp. the fiancé who lives in Switzerland can contact the designated civil status office after this period to know about the status of the process.

After the marriage in Switzerland

Swiss nationals who are registered with the Regional Consular Center are requested to send a **copy of the marriage certificate** to this representation by e-mail, in order to update the Register of the Swiss abroad.

Changes in civil status which have taken place abroad are generally to be reported to the countries of origin of the partners. **After the marriage, please contact the representation of the Kingdom of Thailand in Switzerland to register the marriage in Thailand.**

Visa request for Thai nationals

Thai nationals need a visa to travel to Switzerland or to take up residency. After submitting the documents for the marriage procedure at the consular section, the visa application can be directly submitted at the counters of the Visa Department of the Regional Consular Center (no extra appointment required). For detailed information, please consult the Embassy's [website](#) or contact the Visa Department: bangkok.visa@eda.admin.ch.