

GETTING MARRIED IN TØNDER MUNICIPALITY

HOW?

You must send all your documents in advance - either by e-mail or by post – and you cannot get an appointment for registration before we have checked your papers. At the same time you must pay a fee of DKK 500 **in total** (approx. € 70 – **not €140**) **per couple** in advance for the case working of your documents. We will not begin the case working, until we have received the fee.

Please transfer the payment to this German bank account:

SYDBANK, FLENSBURG (Germany)

Bank registration no.: 21510600

Account no.: 1000536538

or

IBAN no.: DE95215106001000536538

BIC code/SWIFT address: SYBKDE22

VERY IMPORTANT! Please state both surnames on the payment.

NECESSARY DOCUMENTS FOR THE CASE WORKING

- Travel document: Passport, identity card or the like
- Proof of legal stay in Denmark - if necessary (depending on nationality)
 - Visa or
 - Residence permit or
 - Fiktionsbescheinigung (§81, Abs. 4) or
 - Entry stamp to the Schengen States
 - or the like

PLEASE BE AWARE that an "Exceptional leave to remain" (= Duldung), Ausweisersatz, Aufenthaltsgestattung or the like is NOT sufficient
- Certificate of marital status (no older than four months) from all the countries you have been registered in since you were old enough to get married as well as from your present place of residence (if different).

The certificate of marital status must state:

 - Date of birth
 - Place of birth
 - Current address
 - Citizenship
 - Marital status (important!)

The certificate must be translated into Danish, English or German if in a different language.
- Birth certificate - if unable to obtain one, showing the valid travel document stating place of birth will be sufficient.
- Instead of a "Certificate of marital status" American and English soldiers, who are stationed in Germany, must hand in a "Permission for marriage" stating their present marital status and address issued by the Commander. You must also be able to prove legal stay in Denmark.

NB! Legalization of all documents can be required.

Persons, who are not of age, must have a special permission for marriage from the local Registry Office. In Denmark you are of age when you are 18 years old. Please ask us for an application.

ADDITIONAL DOCUMENTS REQUIRED FOR COUPLES WHERE ONE OR BOTH PARTNERS HAVE PREVIOUSLY BEEN MARRIED

Divorce -> Divorce decree

Complete original divorce decree, legally signed. The endorsement must bear the text "The Decree of Divorce has not been and cannot be appealed to a higher court. The parties are free to remarry" or the like. Only decrees and certificates from the latest marriage should be submitted.

The Registry office must approve the divorce decree before you can get an appointment. The decree should be submitted in original and in a translated version, if not issued in Danish, English or German.

Death -> Death certificate

Death certificates must be approved before you can get an appointment. The certificate should be submitted in original and in a translated version, if not issued in Danish, English or German.

NB! Divorce decrees and Death certificates issued in countries outside the European Union (with exception of the USA, Canada, New Zealand and Australia, a.o.) must be presented in original with a legalization/apostille. The complete legalization must also be translated and handed in.

TRANSLATIONS

The documents (or approved copies of these) must all be translated by a sworn interpreter into German, English or Danish, if in a different language, and together with the originals either sent or personally brought to us. Translations of the documents alone are not sufficient documentation.

Legalization/Apostille

- **Legalization:** Tripartite verification of the original document (not copy of the original) via:
 1. the proper superior Ministry
(usually the Ministry of Justice, in some countries the Ministry of the Interior)
 2. the Ministry of Foreign Affairs of the issuing country
 3. the local Danish embassy or consulate
- **Apostille:** Single verification of the original document (not copy of the original) via the Ministry of Foreign Affairs of the issuing country.

FURTHER PROCEDURE

Upon approval of your documents, you will get a reply from us with further information. You will have to consider a case working period of 1-2 weeks. In case of divorce decrees / death certificates issued in countries outside the European Union (with exception of the USA, Canada, New Zealand and Australia, a.o.) the case working period may be longer.

Upon receipt of this information you have to make an appointment for the personal registration at the Registry Office in Tønder either by e-mail or by phone. The registration and the wedding take place in the same week. Please note that **both partners** must be present at the registration as well as at the wedding.

IMPORTANT! If you have not sent your original documents to us in advance (translations alone are not sufficient), you MUST bring them along at the registration.

WHERE?

The personal registration takes place opposite the Tønder Town Hall at:
Jomfrustien 8, 1st floor, 6270 Tønder

There is a carpark in front of the building. Please note that parking is limited and that A PARKING DISC IS REQUIRED.

At the registration as well as at the wedding we can ask for an interpreter for you at your expense.

RESIDENCE / ACCOMMODATION

While the Registry office is undertaking the final case working of your papers - this means from the day of the personal registration to the day of the wedding - you must be reachable and able to appear in person at the Registry Office within short time, if required.

Days for personal registration:

Registration Monday = Marriage Thursday

Registration Tuesday = Marriage Friday

Time and place will be announced at the registration.

Marriage on the day of the registration is **NOT** possible.

COSTS AND WITNESSES

You must pay a fee of 500 Danish Kroner (approx. 70 Euro) in advance for the case working (see above). The wedding and witnesses provided by us is free of charge. You are welcome to bring family or friends as witnesses.

ACKNOWLEDGEMENT OF THE MARRIAGE:

Please enquire whether a marriage contracted in our municipality will be acknowledged in your home country.

Please be aware that if you arrive without an appointment, your papers will not be checked right away and you will not be able to marry in the same week.

POSTAL ADDRESS: TØNDER KOMMUNE · Registry Office · Kongevej 57 · DK-6270 Tønder

PHONE NUMBER: (+45) 74 92 97 09

PHONE HOURS: Monday CLOSED · Tuesday 10-14.30 · Wednesday CLOSED · Thursday 10.00-15.30 · Friday 10-12

OFFICE HOURS: Monday-Tuesday 10-15 · Wednesday CLOSED · Thursday 10-17 · Friday 10-13

e-mail: vielse@toender.dk

Website: www.toender.dk



TØNDER KOMMUNE