



## *Registry of Civil Marriages*

*Steps to registering a civil marriage in Brunei Darussalam:*

Fill in the Notice of Marriage, Solemn Declaration (DO NOT SIGN THE SOLEMN DECLARATION), and the Additional Information Form



Go to the Registry of Civil Marriages to verify your documents and to sign the Solemn Declaration



On the day of the solemnization, come 15 minutes early to have the marriage solemnized before a Marriage Registrar in the presence of 2 witnesses.

***Congratulations!***



## *Requirements to registering a Civil Marriage*

### *14 days in Brunei*

Where any party to the intend Marriage is **NOT** a Bruneian, the law requires **at least one** of the parties to be physically present in Brunei for at least 14 continuous days preceding the date of filing a Notice of Marriage (this exclude the day you arrive in Brunei).

### *Age of the bride and groom*

- ❖ Couples must be at least 18 years of age
- ❖ Neither party is below 14 years of age
- ❖ If one party if above 14 and below 18 years old and has not been previously married, the parents or legal guardian of the minor party must give consent to the marriage.
- ❖ If one party if below 18 years old, the couple must pay for a Special Marriage Licence (Please approach the Civil Marriages Registry for further information)

### *No lawful impediment to the marriage*

#### *Marital Status*

- ❖ Neither party is presently married to any other person
- ❖ A person with a previous marriage has to ensure that the said marriage has been legally dissolved
- ❖ Divorcees who remarry must present an **original copy of the divorce order** for example, the Decree Nisi. If the document comes from a foreign country then the documents authenticity must be verified, for example, placing an Apostille Stamp.



### *Filing a Notice of Marriage*

Couple must give notice of the intended marriage to the Registry of Civil Marriages. You may download the forms online ([www.judiciary.gov.bn](http://www.judiciary.gov.bn)) or pick-up the forms from the Registry of Civil Marriages on the 2<sup>nd</sup> Floor of the High Court Building.

### *Notice Period*

- ❖ There is a **14 day notice period** required. For example, if a couple files their Notice of Marriage on 1 January, and giving 14 days' notice, the earliest solemnization date shall be 15 January.
- ❖ If you are unable to comply with the 14 day notice period you may be permitted to get married under a special licence.
- ❖ Registration of marriages usually take place every **Saturday morning**, however, you may request for a particular day/date, this will be subject to the availability of a Marriage Registrar.
- ❖ There is a **3 month validity period for the notice**. For example, if the couple files the notice of marriage on 1 September the latest solemnization or expiry date shall be 1 December.

### *Fees Payable*

	<b>Application Fee</b>
<b>Notice of Marriage</b>	\$100.00
<b>Payment of Declaration (\$5 per declaration)</b>	\$10.00
<b>Special Licence</b>	\$500.00
<b>Issuing a copy of the Marriage Certificate</b>	\$100.00
<b>Subsequent copies of the Marriage Certificate</b>	\$50.00



## *Documents Required*

	<b>Bruneian</b>	<b>Non- Bruneian</b>
<b>Single</b>	<ul style="list-style-type: none"> <li>❖ Copy of Identity Card</li> <li>❖ Copy of Birth Certificate</li> <li>❖ Copy of witness's Identity Card (non-Muslim)</li> <li>❖ Letter of Consent from the Immigration department <b>only if marrying a foreigner</b></li> </ul>	<ul style="list-style-type: none"> <li>❖ Copy of Identity Card OR Passport</li> <li>❖ Copy of Birth Certificate</li> <li>❖ Copy of witness's Identity Card (non-Muslim)</li> <li>❖ An official document issued from your country of documents to prove your single status, for example; Certificate of No Impediment to Marriage</li> <li style="text-align: center;"><b>OR</b></li> <li>❖ A statutory declaration deposited by an immediate family member to declare your single status</li> </ul>
<b>Divorced</b>	<ul style="list-style-type: none"> <li>❖ Copy of Identity Card</li> <li>❖ Copy of Birth Certificate</li> <li>❖ Copy of witness's Identity Card (non-Muslim)</li> <li>❖ Letter of Consent from the Immigration department <b>only if marrying a foreigner</b></li> <li>❖ Original divorce papers (e.g. Certificate of Decree Nisi Absolute)</li> </ul>	<ul style="list-style-type: none"> <li>❖ Copy of Identity Card OR Passport</li> <li>❖ Copy of Birth Certificate</li> <li>❖ Copy of witness's Identity Card (non-Muslim)</li> <li>❖ An official document issued from your country of documents to prove your single status, for example; Certificate of No Impediment to Marriage</li> <li style="text-align: center;"><b>OR</b></li> <li>❖ A statutory declaration deposited by an immediate family member to declare your single status</li> <li>❖ Original divorce papers (e.g. Certificate of Decree Nisi Absolute)</li> </ul>
<b>Widowed</b>	<ul style="list-style-type: none"> <li>❖ Copy of Identity Card</li> <li>❖ Copy of Birth Certificate</li> <li>❖ Copy of witness's Identity Card (non-Muslim)</li> <li>❖ Letter of Consent from the Immigration department <b>only if marrying a foreigner</b></li> <li>❖ Death certificate of late spouse</li> </ul>	<ul style="list-style-type: none"> <li>❖ Copy of Identity Card OR Passport</li> <li>❖ Copy of Birth Certificate</li> <li>❖ Copy of witness's Identity Card (non-Muslim)</li> <li>❖ An official document issued from your country of documents to prove your single status, for example; Certificate of No Impediment to Marriage</li> <li style="text-align: center;"><b>OR</b></li> <li>❖ A statutory declaration deposited by an immediate family member to declare your single status</li> <li>❖ Death certificate of late spouse</li> </ul>





<p><b>4. Verification of Documents and Statutory Declaration</b></p>	<p><b>On appointment at the Registry of Civil Marriages:</b></p> <ul style="list-style-type: none"> <li>❖ The Bride and Groom ought to be present <input type="checkbox"/></li> <li>❖ Documents to bring along:             <ul style="list-style-type: none"> <li>○ Original IC of bride and groom <input type="checkbox"/></li> <li>○ Original birth certificate of bride and groom <input type="checkbox"/></li> <li>○ Approval from Immigration Department (for any Bruneian marrying a foreigner) <input type="checkbox"/></li> <li>○ Document proving single status or Certificate of no impediment (for foreigners only) <input type="checkbox"/></li> <li>○ Original divorce papers (for divorcees) <input type="checkbox"/></li> <li>○ Original death certificate of late spouse (for widowers) <input type="checkbox"/></li> </ul> </li> <li>❖ If you do not have a copy of the original document please ensure you have a certified true copy or authenticated copy. <input type="checkbox"/></li> <li>❖ Couple to sign the declaration before the Marriage Registrar <input type="checkbox"/></li> </ul>	
<p><b>5. Solemnization &amp; Registration of Marriages</b></p>	<p><b>On the day of your marriage:</b></p> <ul style="list-style-type: none"> <li>❖ Who needs to be present?             <ul style="list-style-type: none"> <li>○ The bride and groom <input type="checkbox"/></li> <li>○ The 2 witnesses <input type="checkbox"/></li> <li>○ Your guests <input type="checkbox"/></li> </ul> </li> <li>❖ Documents to bring along:             <ul style="list-style-type: none"> <li>○ Identity Card/passport of the bride and groom <input type="checkbox"/></li> <li>○ Identity Card/Passport of the witnesses <input type="checkbox"/></li> </ul> </li> <li>❖ Make the payment of \$100.00 <input type="checkbox"/></li> <li>❖ You may choose to exchange rings during the solemnization <input type="checkbox"/></li> <li>❖ After the solemnization and signing of the marriage certificate copy of the Certificate of Marriage (colored copy) will be given to the couple <input type="checkbox"/></li> </ul>	

***Congratulations***