



British
Consulate-General
Madrid

Marital Status Certificate (for getting married, including same-sex marriage)¹ Application Pack

Prepared by
British Consulate-General Madrid

In this pack you will find:

1. Application Form (pages 3-4)
2. Affirmation – You must complete and sign the Affirmation in front of a [local Notary Public in Spain](#) (page 5)
3. Frequently Asked Questions (page 7)
4. Checklist of Supporting Documents, Postage Instructions and Payment Information (page 9)

¹ This application pack **CANNOT be used** for same-sex or opposite-sex “*Pareja/Unión de Hecho*” cohabitation registration. If you require a Marital Status Certificate for “*Pareja/Unión de Hecho*” registration or other reason (e.g. *Extranjería*/ Spanish pension/social services) please refer to our website:

<https://www.gov.uk/guidance/notarial-and-documentary-services-guide-for-spain#certificate-of-marital-status-for-cohabitation-registration-parejaunin-de-hecho-in-spain>

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1. APPLICATION FORM

Marital Status Certificate for Marriage

[You must complete every section of this form]

INFORMATION ABOUT YOU:

1. Applicant's full name(s) and surname(s): *Need help? See Frequently Asked Questions on page 7-8*

2. Current residential address including town, province and postcode:

Town	Province	Postcode

3. Contact telephone number(s):

4. Email:

5. Applicant's gender:

Female

Male

6. Applicant's marital status: *Need help? See Frequently Asked Questions no. 2-3 on page 7*

Single

Divorced (if you are divorced, you are **not** single)

Widowed

Dissolved Civil Partnership

Annulled Civil Partnership

INFORMATION ABOUT YOUR MARRIAGE:

7. Place of intended marriage (name of town)

8. Name of the authority in Spain (civil registry, notary, court, etc.) requesting the certificate from the British consulate:

9. Date of appointment to submit paperwork to the authority in Spain where you are getting married

If you have not made an appointment, write an approximate date

*See Frequently Asked Question no. 11 on page 7 for information on **certificate expiry***

MANDATORY FIELD

[MONTH / YEAR]

10. Date of intended marriage (an approximate month and year are required (e.g. December 2023):

MANDATORY FIELD

[MONTH / YEAR]

DELIVERY ADDRESS AND CONTACT INFORMATION					
<p>11. Getting your certificate: Your Marital Status Certificate and original documents will be sent to you by courier or by registered post to an address in Spain. Write the full name, contact telephone number and postal address (including postcode) of the person receiving the documents. (**Please note: DHL <u>will not</u> deliver to a PO Box address (<i>apartado de correos</i>**))</p>					
Details of the person receiving the documents	<table border="1"> <tr> <th>Name:</th> <th>Surname</th> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>	Name:	Surname	<input type="text"/>	<input type="text"/>
	Name:	Surname			
<input type="text"/>	<input type="text"/>				
<p>NIE/TIE/DNI number of the person above (Only applicable to applicants in Canary Islands for courier service purposes):</p> <input type="text"/>					
Postal address (Spain)	<table border="1"> <tr> <th>Address</th> <th>Town</th> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>	Address	Town	<input type="text"/>	<input type="text"/>
	Address	Town			
<input type="text"/>	<input type="text"/>				
<table border="1"> <tr> <th>Province</th> <th>Postcode</th> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> </tr> </table>		Province	Postcode	<input type="text"/>	<input type="text"/>
Province	Postcode				
<input type="text"/>	<input type="text"/>				
<p>Contact tel. number (Spain)</p> <input type="text"/>					

CUSTOMER FEEDBACK		
<p>We welcome your views on the Marital Status Certificate service. If you agree to be contacted by answering "Yes" below, you will be consenting to share your personal data - name, email address, telephone number and service received - with our independent partner research agency, IFF Research. You may withdraw your consent at any stage by emailing Consular.research@fcdo.gov.uk. For more details on how your data will be handled in relation to feedback please see the research privacy policy at www.gov.uk/fcdo/tell-fcdo.</p>		
Can our partner contact you for feedback to help improve this service?	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>
If yes , how do you prefer to be contacted?	Phone	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>

Disclaimer

"I understand and accept that it is my responsibility to ensure that any document provided as a result of this consular service is acceptable to the requesting authority and that if the document is to be presented outside of the UK or Spain, the signature of the Consular Officer will be recognised by the requesting authority. Refunds cannot be given where the incorrect service is requested. I request the British Consulate-General in Madrid to accept receipt of my Marital Status Certificate application by courier/post and I request that my Marital Status Certificate and any original documents are returned to me by courier registered post. I understand and accept that if my application is sent back to me for any reason, I will be charged for postage. In doing so, I fully understand and accept that the Foreign, Commonwealth & Development Office assumes no legal or other responsibility for any loss, damage or misplacement of the said property whilst in transit to or from the British Consulate-General in Madrid.

Entiendo y acepto que es mi responsabilidad asegurarme que el documento objeto de este servicio consular y la firma del Oficial Consular serán reconocidos en el país y por la autoridad que requiere el mismo. Los servicios notariales solicitados incorrectamente no serán reembolsados. Por el presente, pido al Consulado-General Británico en Madrid que acepte mi solicitud de Certificado de Estado Civil por mensajero/correo y que el Certificado de Estado Civil y los documentos originales me sean devueltos por mensajero/correo certificado. Entiendo y acepto que, si mi solicitud es devuelta por cualquier motivo, se me cobrarán los gastos de envío. Con esta petición entiendo y acepto que la Foreign, Commonwealth & Development Office no asume ninguna responsabilidad legal por la pérdida, daños o extravío de los documentos arriba mencionados durante el transporte desde o hacia el Consulado-General Británico en Madrid.

Signature **Date**

[Notary signature & seal not required here] Need help? See Frequently Asked Question no. 6 on page 7

2. AFFIRMATION / DECLARACIÓN SOLEMNE

Need help? See Frequently Asked Questions on page 7-8

1) I / Yo, (All forenames and surname(s)/ nombre y apellido(s))

Do solemnly and sincerely affirm as follows / **Declaro de forma solemne y sincera** lo siguiente:-

The following is information about myself / Lo que sigue es información sobre mi persona:

2) Occupation / Profesión

3) Usual Address / Dirección Habitual

Information as it appears on my **passport** / Información que aparece en mi **pasaporte** (4-10):

4) Surname(s) / Apellido(s):	5) All forenames / Todos los nombres propios:
6) Date of birth / Fecha de nacimiento:	7) Place of birth / Lugar de nacimiento:
8) Issue date of passport/ Fecha del expedición:	9) Passport issuing authority (e.g. IPS, HMPO) / Autoridad del expedición:
10) British passport number / Número de pasaporte británico:	

11) Marital Status / Estado Civil

11a) If divorced or annulled/dissolved UK Civil Partnership, date and place of issue of decree absolute /
Si está divorciado o tiene Unión Civil del R.U. anulada/disuelta, fecha y lugar de emisión de la sentencia firme:

11b) If widowed or surviving partner of a UK Civil Partnership, date and place of death of previous spouse or partner/
Si es viudo o pareja superviviente de Unión Civil del R.U. fecha y lugar del fallecimiento del cónyuge/pareja anterior:

Information as it appears on my **birth certificate** / Información que aparece en mi **certificado de nacimiento** (12-14)

12) All forename(s) and surname(s) of father / Todos los nombres y apellidos de mi padre:
13) All forename(s) and surname(s) of mother / Todos los nombres y apellidos de mi madre:
14) Mother's maiden name / Apellido de soltera de mi madre:

15) I am [~~delete whichever is not applicable~~] / Yo [~~tache lo que no corresponda~~]:

- not under the age of 18 years / no soy menor de edad.
- under the age of 18 years, but the consent of the persons whose consent to the marriage is required by law, has been obtained / soy menor de edad pero se ha obtenido el consentimiento de las personas cuyo consentimiento para el matrimonio se requiere por ley.
- under the age of 18 years, but there is no person whose consent to the marriage is required by law / soy menor de edad pero no existe ninguna persona cuyo consentimiento para el matrimonio se requiera por ley.

A marriage is proposed to be solemnised between me and **16)**(name and surname of partner) of **17)** (usual address), a **18)** (nationality of partner) national at **19)**..... (place of marriage) on **20)**.....(**approximate date of marriage, month and year is required**).

*Me propongo contraer matrimonio con **16)** (nombre y apellido de la pareja) de **17)** (dirección habitual), ciudadano/a **18)** (nacionalidad de la pareja) en **19)** (lugar del matrimonio) el **20)** (**fecha prevista del matrimonio, se requiere el mes y el año**).*

I am free to enter into this proposed marriage and believe that there is not any impediment by reason of kindred or alliance, or other lawful hindrance, to this proposed marriage. / Tengo capacidad para celebrar el matrimonio propuesto y considero que no existe impedimento alguno por motivos de consanguinidad, alianza ni ninguna otra limitación legal para el matrimonio propuesto.

Affirmed at a Notary Public / **Declarado** ante Notario Público;

21) thisday of20..... / A fecha de de de 20.....

22) before me / ante mí

23) X..... **24)** X.....
 (signature & official seal of Notary Public) / (firma y sello oficial del Notario Público) (signature of deponent) / (firma del declarante)

[PAGE LEFT INTENTIONALLY BLANK FOR NOTARY SIGNATURE & SEAL]

3. HOW TO COMPLETE THIS APPLICATION FORM

FAQ no.	FREQUENTLY ASKED QUESTIONS
1	<p>Q. My name(s) and/or surname(s) are not the same in my passport as in my birth certificate. Which name(s) and surname(s) do I use in the Affirmation and application form?</p> <p>A. You must write your name(s) and surname(s) exactly as they are in your British passport.</p>
2	<p>Q. What is my marital status if I am divorced?</p> <p>A. Divorced (you are not single)</p>
3	<p>Q. What is my marital status if I have already registered a “<i>Pareja de Hecho/ Unión de Hecho</i>” in Spain?</p> <p>A. Spanish “<i>Pareja de Hecho/Unión de Hecho</i>” registration can roughly be described as registering a common-law relationship. This means you have registered your cohabitation with your partner with the local Spanish authorities (usually town hall/council) but this is not the same as registering a same-sex or opposite-sex marriage at a Spanish civil registry.</p> <p>When you register your cohabitation with a person of the same-sex or opposite sex with the local Spanish town hall/council the registration does not affect your marital status.</p> <p><u>If you were single/divorced/widowed at the time of registering your cohabitation with the local Spanish town hall/council your marital status remains the same during your cohabitation and also after cancelling your cohabitation registration.</u></p> <p>Cohabitation registration is not UK Civil Partnership. Cohabitation registration in Spain is regulated by the local, usually Autonomous Community authorities, therefore the regulations and your rights may differ depending on where you reside.</p>
4	<p>Q. My mother’s name(s) and/or surname(s) are different to the name(s) and/or surname(s) she currently uses. Which name(s) and/or surname(s) do I include in the Affirmation?</p> <p>A. You must write the name(s) and surname(s) of your mother in the Affirmation as they appear in your birth certificate even if she has changed her name(s) and/or surname(s) at any point since your birth certificate was issued. All your parents’ details must be exactly as they appear in your birth certificate.</p>
5	<p>Q. I will not be given a date for my wedding until after I submit my papers to the civil registry. What date do I include in the application pack and Affirmation?</p> <p>A. You must include your intended date of marriage. An approximate month and year must be included (e.g. December 2023). If you do not provide this information, you may need to complete a new Affirmation before a Notary Public.</p>
6	<p>Q. Do all the pages in the application form require the signature, seal and “<i>Legitimación de Firma</i>” (written verification of your signature) by the Notary Public in Spain?</p> <p>A. NO, ONLY the Affirmation document page X requires the signature, seal and “<i>Legitimación de Firma</i>”.</p>
7	<p>Q. The Notary Public wants to provide an “<i>Acta de Manifestaciones</i>” a full notarial act of several pages as well the “<i>Legitimación de Firma</i>” (written verification of your signature) and stamps and seals on the Affirmation. Is this necessary?</p> <p>A. No, we only require a “<i>Legitimación de Firma</i>” on the Affirmation (written verification of your signature) on the Affirmation at the bottom of the page or on the reverse side of the Affirmation. Please ask the Notary NOT to bind your application form to your Affirmation.</p>
8	<p>Q. Can I sign my Affirmation before a judge, lawyer, civil registry or town hall?</p> <p>A. No, you must your Affirmation before a Notary Public in Spain.</p>
9	<p>Q. Will the Marital Status Certificate be issued in Spanish?</p> <p>A. Yes.</p>
10	<p>Q. Does the Marital Status Certificate need to be legalised (i.e. with an apostille)?</p> <p>A. No, and this is stated in the Marital Status Certificate.</p>
11	<p>Q. When does the Marital Status Certificate expire?</p> <p>A. The Spanish authorities usually consider that certificates expire 3 months after the date of issue. Therefore, you must apply for the appropriate consular certificates approximately just 3 months before your civil registry appointment date when you hand in your documents to arrange a wedding date or,</p>

	the date of your actual wedding ceremony if you are holding a religious ceremony first and registering the marriage at the registry afterwards.
12	Q. How long will it take to get my Marital Status Certificate?
	A. The process can take up to 30 working days from the date we take the payment. However, if you provide a fully completed application with all of the correct, required supporting documents we will process your application much sooner.
13	Q. What other documents do I need to get married in Spain?
	A. You must check with the local authority where you are getting married in Spain to confirm which documents you need to get married. The British Consulate-General in Madrid provides two consular certificates for British nationals who are getting married in Spain: 1) Marital Status Certificate and 2) Certificate of No Impediment . <u>The local authority must confirm which certificate you require. In some cases they may require both.</u>
14	Q. Does my Spanish marriage need to be registered in the UK?
	A. No, it is not possible or necessary to register your marriage either in the UK or at a British consulate.

4. CHECKLIST FOR SUPPORTING DOCUMENTATION, POSTAGE & PAYMENT

You MUST send us the following documents and read the following information in order to fill out your application form and Affirmation correctly

APPLICATION & SUPPORTING DOCUMENTATION		<input checked="" type="checkbox"/>
1	<p>APPLICATION FORM</p> <ul style="list-style-type: none"> • Pages 3-4 <u>fully completed, signed and dated.</u> 	
2	<p>AFFIRMATION / DECLARACIÓN SOLEMNE</p> <ul style="list-style-type: none"> • Fully completed and signed by you in front of a <u>Notary Public in Spain.</u> The Notary MUST provide you with a “<i>Legitimación de Firma</i>” (written verification of your signature). • We DO NOT NEED an “<i>Acta de Manifestaciones</i>” (i.e. a notarial act in a bundle of documents). • All your details should be exactly as they appear in your passport. • All your parents’ details should be exactly as they appear in your birth certificate. 	
3	<p>PASSPORT</p> <ul style="list-style-type: none"> • A photocopy of the details page of your current valid British passport. 	
4	<p>PROOF OF ADDRESS</p> <ul style="list-style-type: none"> • <u>If you are resident in Spain:</u> a photocopy of your “<i>Certificado de Empadronamiento</i>” (town hall registration certificate), bearing your current residential address, OR a photocopy of your Spanish residence certificate/card or TIE photo card which bears your current residential address. The address in your TIE/Residence Certificate/town hall certificate must match the address in your application form and your Affirmation. • <u>If you are not a resident of Spain:</u> proof of your current and/or previous address(es), by submitting recent and original copies of one of the following documents or the Spanish equivalent listed below: <ul style="list-style-type: none"> - electoral role confirmation letter - utility bills / building society/savings bank passbook - bank/building society/credit card statement - mortgage statement /council tax demand / credit reference agency search - recent evidence of entitlement to state or local authority-funded benefit, tax credit, pension, educational or other grant 	

DIVORCED, WIDOWED, DISSOLVED / ANNULLED OR SURVIVING PARTNER OF A CIVIL PARTNERSHIP

5

- If you have been married before and are now **divorced**, your **original decree absolute**. -We do not need to see details of the divorce agreement settlement (in Spain “*convenio regulador de divorcio*”) we only need proof that the divorce is final and absolute (“*sentencia firme*”).
- If you send us an electronic copy of a divorce decree issued by a UK court, you must also send us a copy of the accompanying letter or email you received from the court together with your divorce decree.
- If you got married in Spain to a Spanish national a note is made of your divorce in the margin of your Spanish marriage certificate by the civil registry. In this case, you only need to send us the “*certificado literal del matrimonio con la inscripción marginal del divorcio*”. Ask the civil registry for a copy.
- If you are **widowed** or the **surviving partner of a civil partnership**, the **original death certificate** of your late spouse or civil partner and a **photocopy of your civil partnership registration certificate**.
- If you have previously registered a civil partnership, your **original certificate of dissolution/annulment** and a **photocopy of your civil partnership registration certificate**.

PLEASE NOTE:

If any of your documents are not issued in the UK or Spain, we may need to make further enquiries. You may need to obtain a translation of any documents that are not in English or Spanish. We accept translations into English or Spanish but please note the Spanish authorities may ask you to provide a Spanish translation of any document not in Spanish.

POSTAGE

6

You need to send your completed application pack and documents by registered post or courier to:

British Consulate-General Madrid
Notarial Services
Torre Emperador Castellana
Paseo de la Castellana 259D
28046 Madrid

PAYMENT

7

ONLINE PAYMENT:

Consular fee ([Fee 2ii](#)) (£50) **Marital Status Certificate**
Courier fee £13 mainland Spain and Balearics/postal service fee £10.60 Canary Islands

On receipt of a fully completed application together with the correct supporting documents, we will send you two links by email inviting you to pay on-line via gov.uk payments.

The first link will be for the consular fee to cover the cost of the certificate and the second link will be to cover the courier/postage fee.

All the fees are payable in pounds sterling.