

To be submitted to the municipality where either of the parties lives	To be completed by the municipality	
	Date of receipt	Reference no. • KLE 23.01.01G01
<b>Notice of marriage</b>		



## Guidelines

### Completing the notice

For the purpose of verifying the conditions for marriage, please answer all the questions in this notice and submit/present the documents listed in the notice.

Incomplete or wrong information may mean that verification cannot be carried out.

If prior to the wedding there are changes to the information you have given to the municipal authority you must contact the authority immediately.

### Submission

The notice of marriage must be completed and submitted to the municipal authority where either of the parties lives.

If neither of the parties lives in this country, the notice must be submitted to the municipal authority where one of the parties is staying. At the same time, a fee of DKK 500 is payable for verifying the conditions for marriage.

### Certificate of verification

If the marriage is to be performed by an authority other than the one that has carried out the verification, the municipal authority shall issue a certificate of verification to the parties stating that the conditions for marriage have been met.

The parties must submit the certificate of verification to the municipal authority that will register the marriage. The certificate of verification must have been issued no more than four months before the wedding.

### Documentation relating to name and date of birth

Parties born in Denmark before 1st January 1960 must provide documentation of their name by way of a certificate of birth, baptism, naming or administrative certificate attesting to that name. Persons born in the region of Denmark known as Sønderjylland (South Jutland) must document their name by way of a birth certificate issued by the registrar in the municipal authority where the birth was registered.

For parties born in Denmark after 1st January 1960 it is not necessary to submit documentation of names. However, persons born in Sønderjylland (South Jutland) must present a birth certificate issued by the registrar in the municipal authority where the birth was registered.

Names that differ from or do not appear on certificates of birth, baptism or naming must be documented in another manner (e.g. certificate of marriage or partnership).

A party not born in Denmark must document his or her date of birth and name by presenting a passport, e.g.

If a party does not have a Danish identity number, the date of birth must be indicated.

### Change of name upon marriage

If you wish to change your name on the day of marriage, you must complete the form "Navneændring på bryllupsdagen (Name change on marriage)" obtainable at [www.personregistering.dk](http://www.personregistering.dk). The form contains a guideline on, how to complete it. Please contact your local parish, if you have any questions about changing name.

Persons not domiciled in Denmark (i.e. persons who do not have a lasting tie linking them to Denmark) cannot change their name in connection with their wedding. Danish citizens domiciled in countries where name changes of foreign citizens are not carried out can, however, change their name on marriage.

### Legal residence in Denmark

To enter into a marriage in this country both parties must be "legally resident" in Denmark. "Legal residence" can be based on:

- Danish nationality
- Citizenship of one of the Nordic countries
- EU or Swiss citizenship
- Citizenship of a visa-free country
- Residence permit or tourist visa issued in Denmark or another Schengen country

In accordance with the Marriage Act the following may be presented as documentation of "legal residence" in Denmark:

- Passport
- Visa, including tourist visa
- Residence permit or EU/EEA certificate of residence from Denmark
- Residence permit from another Schengen country
- Other valid documentation of Nordic or EU citizenship
- Documentation of entry into Denmark. e.g., entry stamp

Asylum seekers and other foreigners who are staying in Denmark but whose residency affairs are being processed cannot enter into a marriage in Denmark. If there are very special circumstances, namely a long period spent in Denmark, the municipal authority can, however, dispense with the condition of "legal residence".

## Guidelines (continued)

If one of the parties does not have Danish nationality, citizenship of one of the other Nordic countries or a residence permit in accordance with §§ 6 - 9f of the Aliens Act and if the other party has Danish nationality, such citizenship or a residence permit, the marriage cannot be concluded without both parties declaring that they are familiar with the provisions of § 9 clause 1, no. 1 and clauses 3 - 11 of the Aliens Act. However, this does not apply when the party living here is either an EU/EEA citizen with a residence permit in accordance with § 6 of the Aliens Act, a Swiss citizen with residence permit in accordance with § 6 of the Aliens Act, or an Estonian, Latvian, Lithuanian, Polish, Slovak, Slovenian, Czech or Hungarian citizen with a residence permit in accordance with § 9a of the Aliens Act. The form for making the declaration is obtainable from the municipal authority.

Further information about "legal residence" can be obtained on [www.familiestyrelsen.dk](http://www.familiestyrelsen.dk) or from the municipal authority or The Danish Immigration Service, Rymsgade 53, 2100 Copenhagen Ø, phone +45 35 36 66 00.

### **If one of the parties has previously been married**

It is a condition of entering into a marriage that any previous marriage or registered partnership must have been dissolved through divorce, death or annulment.

Separation does not constitute entitlement to enter into a new marriage.

### **Documentation of divorce in Denmark**

Danish divorces – judgements and decrees - are registered in the CPR. It is therefore not normally necessary to present the divorce decree/judgment.

Divorce decrees are registered in the CPR when the decree is issued. Divorce judgements are normally only registered in the CPR after 8 weeks. The municipal authority provides guidance on documentation of a divorce not yet registered in the CPR.

This also applies if a registered partnership ends in divorce in Denmark.

### **Persons whose marriage has ended in death in Denmark**

It is not necessary to submit documentation for deaths registered in the CPR.

If a previous marriage has ended in death and the estate is being administered in Denmark, the surviving partner must not enter into a marriage before community of property has been divided or been placed in the hands of an executor or under public administration.

However, this does not apply in the following situations:

- There was no community of property in the previous marriage. (Documentation: Registered marriage settlement according to which all property in the previous marriage was covered by full separate ownership of property)
- The spouses were separated at the time of death. (Documentation: separation judgment or decree, unless the separation is registered in the CPR)
- All the heirs of the deceased agree to the new marriage

Placement in the hands of an executor or probate must be documented by means of a probate certificate. It is not es-

sential that the administration of the estate is completed.

If the estate is divided privately, the municipal authority can provide guidelines on which documentation must be submitted.

If there are special grounds, the municipal authority can grant exemption from division of property so that the surviving partner can contract a new marriage without coming to a decision on the division of the community of property.

This also applies if a registered partnership ends in death in Denmark.

### **Undivided estate - when the spouse is dead**

If the estate continues as community of property, it must be divided before you enter into a new marriage. No dispensation can be given, even if the deceased partner's children give their consent to you entering into a new marriage.

This also applies if a registered partnership ends in death in Denmark.

### **Foreign divorces and death certificates**

If a previous marriage has ended through divorce abroad etc., the municipal authority shall decide on whether documentation should be produced showing that the marriage has been dissolved.

If the spouse is dead the municipal authority shall decide on whether documentation relating to death should be submitted. If the spouse is dead and the estate is not being administered in Denmark, the surviving spouse may enter into a new marriage even if the administration of the estate has not been completed.

Guidelines on the conditions for recognition of foreign divorces and death certificates can be obtained from the municipal authority or at [www.familiestyrelsen.dk](http://www.familiestyrelsen.dk).

Leave yourself plenty of time to seek guidance on the recognition of foreign divorces and death certificates.

This also applies to the ending of registered partnership through divorce or death abroad.

### **Persons under the age of 18 years**

Persons under the age of 18 years may not enter into a marriage without the following:

- Permission from the municipal authority
- Written consent of the parents, unless the young person has previously entered into a marriage or registered partnership or the municipal authority has granted a dispensation

### **Change of name upon marriage**

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Please contact your local parish, if you have any questions about changing name.

## Guidelines (continued)

### Further guidance

You can obtain further guidance on entering into a marriage and on verification of the conditions for marriage from the municipal authority.

You can obtain the forms mentioned in these guidelines from the municipal authority.

The regulations relating to marriage and the associated conditions are set out in the law on marriages and dissolution as well as in the decree and circular on entering into marriage, which may be found on the website of the Department of Family Affairs at [www.familiestyrelsen.dk](http://www.familiestyrelsen.dk).

### Personal Data Act

The municipal authority can obtain information from other sources in order to check the information received, cf. § 12 of the Danish Marriage Act.

The municipal authority registers the information received and passes the information to other public authorities in accordance with the provisions of the law.

If you so wish, the municipal authority must tell you what information about you is being processed. You can demand that any wrong information be corrected.

## Information about the woman

Surname		
First name and middle names	Civil identity number/date of birth	
Place of registration of birth (parish of birth and municipality)		
Address		
Municipality of residence		
Telephone number • home	Telephone number • mobile	Telephone number • work
Are you a Danish citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No	If no, citizen of	

## Previous marriage/registered partnership

Have you previously entered into marriage/registered partnership? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, how was the most recent marriage/registered partnership dissolved? <input type="checkbox"/> Divorce <input type="checkbox"/> Death <input type="checkbox"/> Annulment
Full name of most recent spouse/registered partner	

## Other personal details

In accordance with § 3 of the Danish Marriage Act, a person under guardianship in accordance with § 5 of the Danish Guardianship Act or under guardianship with deprivation of his or her legal capacity, cf. § 6 of the Danish Guardianship Act, may not enter into marriage without the consent of the guardian. Consent can be given on a special form obtainable from the municipal authority.

Are you under guardianship  
 No  Yes

In accordance with § 6 of the Danish Marriage Act, marriage may not take place between relatives in ascendants or descendants generations (e.g. between parents and children) or between siblings.

Are you closely related as set out above to the person with whom you are to enter into a marriage  
 No  Yes

In accordance with § 7 of the Danish Marriage Act, marriage between persons one of whom has been married to relatives in ascendant or descendant generations of the other (e.g. between parents-in-law and children) may not take place without the permission of the Department of Family Affairs.

Are you closely related by marriage as set out above to the person with whom you are to enter into a marriage  
 No  Yes

In accordance with § 8 of the Danish Marriage Act, an adoptive parent and adoptive child may not enter into marriage with each other as long as the adoptive relationship exists.

Is there an adoptive relationship between you and the person with whom you are to enter into a marriage as set out above  
 No  Yes

## Change of name upon marriage

I have requested a change of name on the day of the wedding. I have

Submitted the application to the municipal authority along with the notice of marriage

Sent the application to my parish of residence/in North Schleswig the municipality where my birth is registered.

## Information about the man

Surname		
First name and middle names	Civil identity number/date of birth	
Place of registration of birth (parish of birth and municipality)		
Address		
Municipality of residence		
Telephone number • home	Telephone number • mobile	Telephone number • work
Are you a Danish citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No		If no, citizen of

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Are you under guardianship  
 No  Yes

In accordance with § 6 of the Danish Marriage Act, marriage may not take place between relatives in ascendants or descendants generations (e.g. between parents and children) or between siblings.

Are you closely related as set out above to the person with whom you are to enter into a marriage  
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## Information relating to the place of marriage

Name of church or town hall	Date of marriage
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## Date and signature

The notice must be completed and signed in person by each party before the marriage can take place. One party cannot sign on behalf of the other party even if a power of attorney has been obtained. **Submission of an incorrect notice is punishable under § 163 of the Penal Code.** The notice must be dated at the same time as being signed. The notice of marriage must be submitted to the municipal authority no later than four weeks after the date of signature.

Date and signature • woman	Date and signature • man
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