

EXPLANATORY NOTE – IMPORTANT PLEASE READ BEFORE COMPLETING THE FORMS

1. If you are travelling on an Irish passport you must complete a Statutory Declaration and a two page Questionnaire. If your fiancé(e) is Irish he/she must also complete a full set of forms.
2. If you are divorced you must make a statutory declaration on form MP2B.
3. If either you or your prospective spouse are under 18 years of age and either of you is ordinarily resident in Ireland you must make an application to the Court for an order granting you permission to marry. You should seek legal advice prior to making the declaration.
4. The statutory declaration form in each set must be completed in the presence of and witnessed by one of the following:

1. A Notary Public 2. A Commissioner for Oaths 3. A Solicitor

It is a criminal offence punishable by a fine and or imprisonment to make a statutory declaration which is to your knowledge false or misleading in any material respect.

5. The application forms for Certificat de Coutume/Nulla Osta/Letter of No Impediment to civil marriage **cannot be completed earlier than six months** before the date of the intended marriage. That is, the date the Statutory Declaration is completed in the presence of the Commissioner for Oaths, Notary Public or Solicitor, cannot be earlier than six months before the date of the intended marriage.
6. The application should be returned to the Department of Foreign Affairs or nearest Irish diplomatic mission **at least 4 months before the date of the marriage.**
7. The applicant(s) should furnish the Department of Foreign Affairs with the following documentation :
 - Original Long form of civil birth certificate
 - Court Order if you are under 18 years
 - Death Certificate of previous spouse if widowed
 - Petition and Final decree of divorce: if divorced
 - Copy of Passport
 - Fee

** Applications that are not in order will be returned immediately**
8. When returning the completed forms, ensure that all documents requested are included. **All Certificates and divorce papers must be original documents.** (For further information on obtaining original birth or death certificates, please visit www.groireland.ie.) A photocopy of the details page of current passport is acceptable. These will be returned after inspection.
9. Ensure that the appropriate fee is included. If applying to the Department of Foreign Affairs, the fee for two Irish citizens marrying in a place other than Italy is €20 each. The fee for Nulla Osta for Italy is €20 per couple (regardless of whether one or both persons are Irish). **Payment can be made by cheque, payable order or bank draft and should be made payable to the Secretary General, Department of Foreign Affairs.**
10. If applying to the nearest Irish Diplomatic Mission, details of payment can be obtained from the relevant Mission.
11. **A marriage will only be recognised in Ireland if it is civilly registered in the country in which it takes place.** Therefore, it is essential that full details of venue of the marriage, the date of the marriage, the full title of the person performing the ceremony *and the title and address of the Civil Registry Office at which the marriage is to be registered, are entered at Questions 12,13 and 14 on the

questionnaire. (The name of the person performing the ceremony may not be available in advance. If not, it is in order to insert 'Registrar of the Day' or 'Priest of the Day' etc.)

***With regard to marriages that take place in the Irish College in Rome, it is sufficient only to give details of the Church, as all marriages that take place in the College are civilly registered in the local Commune.**