

## Marriage Certificate Request Steps

In order to request a marriage certificate by mail from overseas, you must complete the following :

- 1 . A letter of application (see marriage form M-001)
- 2 . Return address (write your address on a piece of paper)
- 3 . International Postal Money Order
- 4 . Include a copy of all person's current passport (page 1 and 2) or a copy of all person's birth certificate.

### NOTE

We charge a stamp fee (of about 260yen) and a certification fee. You will be given a choice of two versions of the form, both of which are legal proof of your marriage. The large version (with witness name) costs 1400yen. The smaller version (without witness name) costs 350yen. We do not accept check or cash, only International Postal Money Orders.

Please send all of the data to our city office. Our city office's address is below.

Okinawa City Office  
City Residents' section  
26-1 Nakasone, Okinawa City  
Okinawa, Japan 904-8501

We are open Monday to Friday at 8:30 to 17:15 except lunch time. If you have any questions, please call 098-939-1212 (EX 3123)

## Request for marriage certificate

Copy (ies) of marriage certificate

\_\_\_\_\_ Copy (ies) Large Version 1400yen

\_\_\_\_\_ Copy (ies) Small Version 350yen

Applicant's name : \_\_\_\_\_

Applicant's address : \_\_\_\_\_

Phone number : \_\_\_\_\_

Nationality : \_\_\_\_\_

Date of the marriage in Japan

(Year/Month/Day) : \_\_\_\_\_

Husband's name : \_\_\_\_\_

**B i r t h d a y** (Year/Month/Day) : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Wife's name

(Maiden name) : \_\_\_\_\_

**B i r t h d a y** (Year/Month/Day) : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Today's date

(Year/Month/Day) : \_\_\_\_\_

Signature : \_\_\_\_\_