

APPLICATION CHECKLIST

Forms to be completed

	Never married before	Divorced	Widow/Widower
Irish Citizens	MP1 MP2A	MP1 MP2B Final Decree of divorce	MP1 MP2A Death certificate
Non-Irish Citizens	Nothing required	MP2D* Final Decree of divorce*	Death certificate

**only required for marriage in certain countries (see point 4 below)*

When completing the MP2B and MP2D forms, please provide as much detail as possible, particularly in regard to previous addresses at which you and your former spouse have lived. Failure to provide the requested details will result in your declaration being returned to you, and will result in delays in issuing your certificate.

1. Have you included the following?

- Fully completed and signed **MP1** form
- Original long form birth certificate
- Photocopy of photo-page of Irish passport
- £16 fee if only 1 partner is an Irish citizen
- £32 fee if both partners are Irish citizens
- Additional fees for Apostille stamps, if required
- Self-addressed Special Delivery envelope

2. Have you been married before? YES NO

If you answered NO to question 2, please provide a fully completed **MP2A**.

If you answered YES to question 2, how did your previous marriage dissolve?

Divorce

*(Please provide Final Decree for your divorce and a fully completed **MP2B**)*

Previous spouse is deceased

*(Please provide the death certificate for your previous spouse and a fully completed **MP2A**)*

3. Are you planning to get married in a country that requires Apostille stamps on documents originating from foreign countries?

YES NO

If you answered NO to question 3, please skip to question 4.

- a. If you answered YES to question 3, were you born in the Republic of Ireland?

YES NO

If you answered NO to question 3(a), you should arrange to have an Apostille stamp placed on the back of your birth certificate by the country that issued your birth certificate.

If you answered YES to question 3(a), we can arrange for an Apostille stamp to be placed on the document. There is a £16 fee for this service. If required, you can obtain a fresh copy of your birth certificate from the General Register's Office of Ireland (<http://www.groireland.ie>); telephone number 00 353 906632900.

4. Are you planning to get married in Poland, Germany, Sweden, Hungary, Bulgaria, Italy, Switzerland, or any other country that requires the names of both partners to be shown on the Certificate de Coutume?

YES NO

If you answered NO to question 4, no further documents are required.

If you answered YES to question 4, and if your partner has never been married before, no further documents are required.

If you answered YES to question 4, and if your partner is a widow/widower, please provide the death certificate for your partner's previous spouse.

- a. If you answered YES to question 4, is your partner also an Irish citizen?

YES NO

If you answered YES to question 4(a), and if your partner is divorced, please provide the Final Decree for their previous marriage, and a fully completed **MP2B**

If you answered NO to question 4(a), and if your partner is divorced, please provide the Final Decree for their previous marriage, and a fully completed **MP2D**.

If getting married in Italy, is your partner an Italian citizen?

YES NO

(If you are planning to marry an Italian citizen in Italy, we can produce your Certificate de Coutume locally, and you can then have it translated by the Italian Embassy in London)