

APPLICATION FOR MARRIAGE LICENSE

Notice to all Applicants for Marriage License

I No Application for Marriage License shall be accepted unless the following requirements are complied with by the applicants and submitted to the Municipal Civil Registrar:

- A. 18 years old and above but below 21 years
 - 1. Proof of age (Birth Certificate)
 - 2. Parental Consent
 - 3. Certificate of Marriage Counselling
 - 4. Certificate of Family Planning and Responsible Parenthood
 - 5. CENOMAR (Certificate of No Marriage - from NSO)
 - 6. Community Tax Certificate

- B. 21 years and above but below 25 years
 - 1. Proof of age (Birth Certificate)
 - 2. Parental Advice
 - 3. Certificate of Marriage Counselling
 - 4. Certificate of Family Planning and Responsible Parenthood
 - 5. CENOMAR (Certificate of No Marriage - from NSO)
 - 6. Community Tax Certificate

- C. 25 years and above
 - 1. Proof of age (Birth Certificate)
 - 2. Certificate of Family Planning and Responsible Parenthood
 - 3. CENOMAR (Certificate of No Marriage - from NSO)
 - 4. Community Tax Certificate

- D. In case the applicant has been previously married:
 - 1. Certificate of Death of the deceased spouse; or
 - 2. Judicial decree of absolute divorce; or
 - 3. Judicial decree of annulment or declaration of nullity of previous marriage.

- E. In case the applicant is a foreigner:
 - 1. when the foreigner has embassy or consulate in the Philippines:
Certificate of Legal Capacity to Contract Marriage to be issued by his diplomatic official;
 - 2. when the foreigner has no embassy or consulate in the Philippines:
Affidavit of Legal Capacity to Contract Marriage, and a Certification that he has no embassy or consulate in the Philippines to obtained from the Department of Foreign Affairs.

II. Application for marriage license shall be posted for ten (10) consecutive days before the LCR will issue the license.

III. Marriage license shall be secured in the City or Municipality where one or both of the parties to the intended married habitually reside.

IV. Any party responsible in the commission of irregularity in the issuance of marriage license shall be civilly criminally and administratively liable.

FOLLOW THESE STEP	PLEASE APPROACH	IT WILL TAKE YOU	FEES
- Application for Marriage License: - Presentation of Documents - Filling-up information/Data sheet. Interview Applicants	Priscilla P. Corpuz Amalia V. Valdez Susan O. Galapon Ana V. Valdez	10 mins	Applications where both resident of the municipality P 265.00 - Application where one of applicant is a non-resident P 320.00 - Application where one of the applicant is a foreigner P 600.00 - Legal Instruments for P 200.00 - Marriage License P 2.00 - Misc. fee
- Review Document	Priscilla P. Corpuz Amalia V. Valdez Susan O. Galapon Ana V. Valdez	5 mins	
- Preparation/Registration of Document - Typing/Reg. No./Recording	Priscilla P. Corpuz Amalia V. Valdez Susan O. Galapon Ana V. Valdez	30 mins	
- Payment of fees	MTO - Representative	3 mins	
- Final Review/Signature to the Registered Document	Filomena G. Dela Cruz Municipal Civil Registrar	10 mins	