

## PROCEDURE FOR THE ISSUANCE OF A CERTIFICATE OF LEGAL CAPACITY TO CONTRACT MARRIAGE (LCCM) FOR A FILIPINO INTENDING TO MARRY A NON-FILIPINO

### Note:

1. The Philippine Embassy does not solemnize marriages between a Filipino and a foreigner.
2. PERSONAL APPEARANCE IS REQUIRED OF BOTH PARTIES DURING FILING AND ISSUANCE OF THE LCCM.

### Step 1: Prepare the following requirements:

#### Required documents from the Filipino applicant:

- Duly accomplished [LCCM](#) (may be downloaded from the Embassy's website or obtained at the Embassy);
- DFA Authenticated PSA Birth Certificate (*1 original and 3 photocopies*);
- DFA Authenticated PSA CENOMAR (*1 original and 3 photocopies*);
- Three (3) passport copies of both parties;
- Two (2) recent passport-size photos;
- DFA Authenticated Original duly notarized Advice of parents for applicant/s aged 21-25, with Certificate of Authority for a Notarial Act (CANA) (*1 original and 3 photocopies*); and
- DFA Authenticated Original duly notarized Consent of parents for applicant/s aged 18-21, with Certificate of Authority for a Notarial Act (CANA) (*1 original and 3 photocopies*)

#### Additional Requirements:

##### 1. If a widower/widow:

- If the deceased spouse was Filipino, DFA Authenticated original Death Certificate issued by the Philippine Statistics Authority (PSA);
- If the deceased spouse was a non-Filipino, original Death Certificate issued from home country of deceased non-Filipino spouse duly authenticated by the concerned Embassy and/or attested by the UAE Ministry of Foreign Affairs and International Cooperation (if not in English, said document must be legally translated into English);
- DFA Authenticated Original Marriage Certificate issued by the Philippine Statistics Authority (*1 original and 3 photocopies*);
- DFA Authenticated Original Advisory on Marriage issued by the Philippine Statistics Authority (*1 original and 3 photocopies*); and
- Please note that widowers/widows must wait 300 days after the death of his or her spouse before applying for the LCCM.

##### 2. For those whose marriages are annulled or were divorced:

- DFA Authenticated Philippine Judicial Declaration of Foreign Divorce (for divorced) or Judicial Decree of Nullity of Marriage (for annulled) with Certificate of Finality issued by a competent Philippine Court (*1 original and 3 photocopies*);
- DFA Authenticated Original Annotated null and void Marriage Certificate issued by the Philippine Statistics Authority (*1 original and 3 photocopies*);

- DFA Authenticated Original Advisory of Marriage issued by the Philippine Statistics Authority (PSA) (1 original and 3 photocopies); and
- DFA Authenticated Certificate of Finality and Court papers for annulment (original and 3 photocopies).

**Required documents for the non-Filipino fiancé/fiancée:**

- Original Birth Certificate issued at the applicant's home country duly authenticated by the applicant's respective Embassy or Consulate in the UAE and by the UAE Ministry of Foreign Affairs and International Cooperation (if not in English, said document must be legally translated into English) [original and 3 photocopies]
- Original Certificate of Civil Status issued at the applicant's home country duly authenticated by the applicant's respective Embassy or Consulate in the UAE and by the UAE Ministry of Foreign Affairs and International Cooperation (if not in English, said document must be legally translated into English) [original and 3 photocopies]
- If an already married Muslim male, a written notarized Consent of the First Wife (and other wives, if applicable) authenticated by the applicant's Embassy or Consulate in the UAE and/or by the UAE Ministry of Foreign Affairs and International Cooperation (if not in English, said document must be legally translated into English) [original and 3 photocopies]
- Three (3) passport copy; and
- Two (2) recent passport-size photos.

**Step 2:** The contracting parties must appear personally at the Embassy to submit the abovementioned documents and apply for a Certificate of Legal Capacity to Contract Marriage. **The filing time for this certificate is from 9:00 a.m. to 11:00 a.m., Mondays – Fridays.**

At the Embassy, get your queuing number from the information counter before you proceed to the Consular Section. Wait for your number to be called then proceed to Counter C to submit your documents.

**Step 3:** Proceed to the Cashier to pay (**cash payment only**) **AED 100**. Remember to return the receipt to Counter C.

**Step 4:** There will be marriage banns or announcement of the marriage to be posted at the premises of the Philippine Embassy for fifteen (15) consecutive working days, after which, if no impediments for the marriage are discovered, the parties may get their Certificate of Legal Capacity to Contract Marriage.

**Step 5:** Come back to the Embassy to claim the Certificate of Legal Capacity to Contract Marriage. **Releasing time for the certificate is from 3:00 p.m. to 4:00 p.m., Mondays – Thursdays, and 10:00 a.m. to 11:00 a.m., Fridays.**

At the Embassy, get your queuing number from the information counter before you proceed to the Consular Section. Wait for your number to be called then proceed to Counter C to claim the Certificate of Legal Capacity to Contract Marriage.

**Step 6:** After your marriage outside the Embassy, you may report your marriage to the Embassy, See the [link](#) for procedures for reporting your marriage at the Philippine Embassy's website.