

Guide for obtaining legal documents for your wedding

Greece - Zante

The following document has a guide to all the documentation you need for your ceremony in Greece.

It's important that you read this carefully, keep this document safe and ensure you follow the step by step guides to avoid any problems when you get to resort.

If you arrive in resort without all relevant documents you will not be able to legally marry.

Documents for your wedding

Wherever you decide to get married, you'll need official documentation to do so. These will be to prove your identity (who you are), where you were born and eligibility to marry.

As you are marrying in Greece these will also need to be legalised and translated into Greek (this can be confirmed by your wedding coordinator).

****Please do not legalise or translate your passport – it is not necessary****

Important documents required:

- Birth Certificates – FULL SIZE
 - You both must have the full size A4 birth certificates that has at least one parents name on it
 - If you don't have these, it is recommend you contact your local births / deaths / marriages department or go to the general register office website at <https://www.gro.gov.uk/gro/content/certificates/login.asp> where you can buy them online. You will need to contact the relevant embassy if the birth certificate is not from the UK.
 - The registrar (in resort) will retain all your original documents so please obtain duplicates to keep for your own records.
- Any decree absolutes, deed poll certificates, adoption certificates or in the case of being widowed the death certificate and marriage certificate
 - If you've been married, adopted or you've changed your name in some way you need to make sure that you have the official document to prove this.
 - If widowed you will need your spouses death certificate and your marriage certificate.
 - You will need to get an official copy of these documents from the relevant authorities – these document must be taken to resort with you and will not be given back to you, so we advise you to get these so you can keep your true original documents safe.
 - Decree Absolute - please note the PDF versions that courts provide must be certified by a solicitor or the FCDO will not apostille them.
 - Deed poll – even if original copy this must be certified by a solicitor.
- Certificate of no impediments
 - You will need to book your appointment with your local registrars office to get a document called 'a certificate of no impediment' **each**.
 - This document is to declare the registrar has checked all the marriage records, to confirm you are not married to anyone and you can get married. This will also have your details on it and where you are going to marry.
 - **Make sure that the name on this document is the same as your other legal documents. You must have a CNI each.**
- Other documents for non-British passport holders
 - If you are not a British passport holder, **YOU MUST** contact your embassy to obtain details of any extra documentation required to marry.
 - Please remember that if your birth certificate and other personal documents are not in English or issued from the UK they will need to be translated and certified by your embassy.

Step 1 After booking your wedding date

Start to gather your certificates

It's a little too early to do all the paperwork now but you can start by making sure you have your full size birth certificates (each) and any other relevant certificates (decree absolutes, deed poll certificate, adoption certificate and if widowed, the death certificate and marriage certificate).

Book your appointment with your registrar

You can also look at booking your appointment with your local registrar. As registrars tend to take 28 days to issue these documents and they are valid for only 3 months from the date they issue them – please bear this in mind when you make your appointment. For example if your wedding date is 9th of May the appointment must be mid January, this then means they will be issued middle of Feb and will be valid until the middle of May. This still then gives plenty of time to complete the rest of the process.

If you are full UK passport holders and all your supporting documents are issued in the UK, you will generally start the legal process 3-4 months before your wedding date.

If any of your supporting documents are issued in another country, they will need to be translated (if not in English) and certified by the embassy of that country. The time required to do this can vary between countries so we strongly recommend you get in contact with your embassy immediately to enquire on the timing required to complete this process.

Step 2 4 full months before your wedding day

Collect your 'Certificate of no impediments' from your local registrar – Your appointment can be approx. 4 months prior, due to it taking 28 days to issue. Certificate MUST be dated within 3 months of your wedding date.

'Certificate of No Impediment' needs to say where you will marry. Please state;
ZANTE, GREECE

Step 3 As soon as you have received your 'Certificate of no impediment's'

The 'Certificate of no impediments', your birth certificates and any other documents (if previously married, name changes etc) must be sent straight away to the Foreign and Commonwealth Office to be legalised. This legislation process is where an official stamp or an apostille is placed on the back of your documents to certify them.

To do this you will need to go to the FCO website <https://www.gov.uk/get-document-legalised> and follow the instructions and advice. The cost is £45.00 per document – payable online with a form you need to print and complete. There is an option for a quicker return postage – all details online. When you submit your application, you will be provided with the correct address to send the documents too. Please complete the application for the standard paper-based service.

During peak season the FCO are extremely busy, and the wait can be up to 4 weeks. Please make sure you are on track with paperwork otherwise we recommend you use a fast-track service.

Tel: 03700 00 22 44 (Monday to Friday, 10am to 4pm)
legalisationenquiries@fcdo.gov.uk

Fast Track Service - <https://www.hagueapostille.co.uk/>
Different charges will apply

Step 4 Send your documents to be checked over

Please send scans of the following to the wedding department weddings@olympicholidays.com as we will check over the documents to make sure everything is in order. These need to be scans and not pictures from a mobile phone.

Please make sure each document is scanned separately, for example; scan of CNI is one document labelled 'Partner1 name - CNI' and then as another document 'Partner2 name - CNI Apostille' the Apostille must be sent as a separate file and clearly named.

- All documents attached - separate file for each and all labelled
- Passport photo pages
- Witness passport photo pages

Please ensure documents are sent as above as this is what is required for them to be sent on to resort.

Witnesses: To marry in Greece you need 2 witnesses, if you are travelling alone let us know and we can arrange the witnesses for you.

All your original documents MUST be taken to resort with you including a photocopy of your witness' passports for your meeting with your planner in resort. All documents will be kept by the local authorities. Take your own copies if required.

Step 5 Documents need to be translated

The legalized documents need to then be translated. Our weddings team in Zante cooperate with a translator who will arrange of this for you. The cost is 210 euros (approx.) and this includes translations of;

- 2 x CNIs
- 2 x CNI Apostilles
- 2 x Birth Certificates
- 2 x Birth Certificate Apostilles
- 3 x Marriage Certificates translated back to English

For additional documents to be translated it is 40 euros per document.

Once our weddings team confirm your documents are correct, they will be sent to the Zante translator Maria Drogitis. You will then need to contact her to arrange the payment of the translations. Our weddings team will let you know when to do this.

mariadszak@hotmail.com

Alternatively, you can contact translators in the UK and do this prior to travel if you prefer.

Step 6 Pack your bags, you're getting married!

After you get married

You will need to visit the town hall for the legal ceremony and also to collect and sign of documents, your wedding coordinator in resort will go over all of this with you at your pre wedding meeting.

Your certificates will be in Greek and will therefore need to be translated into English. If translations are completed and paid for by resort this will be included. Otherwise, you will need to arrange this in resort or on your return to the UK.

Documentation / Legal fee's 'at a glance'

Prices shown in the below table are per document. Please note prices may increase and this is a guide.

	Legalise / Apostille payable to the FCO	Translation
Birth Certificate	£45	210 euros (Standard docs)
Certificate of no impediment	£45	210 euros (Standard docs)
Additional documents IF applicable		
Decree absolutes (divorced)	£45	40 euros
Deed poll certificate (name change)	£45	40 euros
Adoption certificate	£45	40 euros
Widowed - death & marriage certificate	£45	40 euros

Other costs to consider:

- Additional copies of certificates / documents for your own records
- Translation of your marriage certificate *

* If you have your documents translated by resort the 210 euro fee includes the Translation of 3 marriage certificates.

Marriage certificates will be given in resort unless due to your departure date your certificates are not ready. If you depart before they are ready then your certificates will be posted to you.

Please note:

Zante authorities require all translated documents a minimum of 6 weeks prior to the wedding date. If documents are later there is a 50 euro fast track fee payable in resort.

Checklist for Legal Documents

Please use the following checklist to ensure all relevant documents have been collected for both partner 1 and partner 2.

Checklist for Legal Documents		
Once your wedding day is confirmed		
	Partner 1	Partner 2
Birth Certificates		
Is it FULL SIZE A4		
(Shows at least one parents name)		
<i>If applicable</i>		
Decree absolute		
Deed poll		
Adoption certificate		
Widowed – death certificate		
Widowed – marriage certificate		
Book your appointment with your local registrar		
Registrar:	Date:	Time:
3 Full Months before your wedding day		
Attend Registrar appointment		
Certificate of no impediment received (can take up to 28 days from appointment)		
As soon as you have received your 'Certificate of no impediment'		
Send all documents to the Foreign and Commonwealth Office to be legalised		
Remember passports do NOT need to be legalised		
Fast track service also available - additional fees		
As soon as you have your documents back the FCO		
Send scans of the following to weddings@olympicholidays.com		
All legalised documents		
Passport photo pages of partner 1 and 2		
Witness passport photo pages		
Olympic Holidays has confirmed documents are ok		
Documents will be sent to resort for translations (Unless arranging yourself)		
REMEMBER TO PACK		
ALL ORIGINAL DOCUMENTS and translations MUST be taken to resort with you including a photocopy of your witness' passports for your meeting with your planner prior to your wedding.		

When you arrive in Greece

Before you travel you will receive details of your pre wedding meeting with your coordinator in resort. We will advise on date time and location of your pre wedding meeting.

When you meet your co-ordinator, they will go through everything about your wedding day and any items you have pre-ordered they will go through with you. They will also finalise arrangements for official visits to complete paperwork. They can also answer any last minute questions you have. Please make sure you take all original documents with you.

On your big day you'll be able to get ready whilst your wedding co-ordinator makes a final check on everything that is expected such as the delivery of the flowers, transportation to the venue, the photographer, the wedding reception, etc.

Remember if you need anything please let the wedding coordinator know as they are there to help your day be perfect.

It is very important you are on track with your documents and they arrive in resort in plenty of time before your big day. This way our coordinator in resort can ensure the documents are ready and with the town hall and everything is in order.

If you have any questions, please contact our weddings team.



Weddings Department

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Call: 020 8492 6789 | weddings@olympicholidays.com | olympicholidays.com/weddings